# TOWN OF LINCOLN
# 2016 ANNUAL TOWN REPORT

**On the Cover:** A display of thousands of memorial flags at the Library marking the 15th anniversary of 9/11.

**Above:** Lincoln's history of volunteerism continues. Volunteer poll workers staff the central tabulation facility for early voting for the Presidential election.

# REPORT

of the

# OFFICERS AND COMMITTEES

of the

# TOWN OF LINCOLN

## FOR THE YEAR 2016

## LINCOLN, MASSACHUSETTS

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## TOWN INFORMATION

| | |
|---|---|
| *First Settled* | *1650-1680* |
| *Town Incorporated* | *1754* |
| *Town Area* | *14.56 square miles* |
| *Population* | *6973 (including Hanscom AFB)* |
| *Registered Voters* | *4828 (including Hanscom AFB)* |
| *Type of Government* | *Town Meeting* |
| *2016 Annual Town Meeting* | *March 19, 2016* |
| *2016 Annual Election of Officers* | *March 28, 2016* |

*FY 2016 Tax Rate = Residential $13.99 Commercial $18.39*
*FY 2017 Tax Rate = Residential $13.70 Commercial $18.05*

## MUNICIPAL AND SCHOOL OFFICES

| DEPARTMENT | OFFICE HOURS | PHONE |
|---|---|---|
| **TOWN OFFICES** | | |
| **Mon-Fri 8:30 AM – 4:30 PM** | | **781-259-2600** |
| **16 Lincoln Road** | | **(main Phone #)** |
| Accounting & Finance | | 781-259-2608 |
| Town Administrator | | 781-259-2601 |
| Assessors | | 781-259-2611 |
| Building Inspector | | 781-259-2613 |
| Collector/Treasurer | | 781-259-2605 |
| Conservation | | 781-259-2612 |
| Health, Board of | | 781-259-2614 |
| Housing Commission | | 781-259-2614 |
| Historical Commission & Historic District Comm. | | 781-259-2614 |
| Planning | | 781-259-2610 |
| Selectmen, Board of | | 781-259-2601 |
| Town Clerk | | 781-259-2607 |
| Zoning Board of Appeals | | 781-259-2615 |

**COUNCIL ON AGING**
**Mon-Fri 8:30 AM – 4:30 PM**
Bemis Hall 781- 259-8811
15 Bedford Road

**PUBLIC SAFETY**
169 Lincoln Road
Emergencies 911
General Business 781-259-8113

**PUBLIC WORKS**
30 Lewis Street Mon-Fri 7:00 AM – 3:30 PM 781-259-8999
Transfer Station (Rte 2A) Wed & Sat 7:00 AM - 3:30 PM

**WATER DEPARTMENT** Mon- Fri. 7:00 AM – 3:30 PM
Pumping Station, 77 Sandy Pond Road 781-259-8997
Filtration Plant, 80 Sandy Pond Road (manned daily) 781-259-1329

**RECREATION**
Ballfield Road, Hartwell Campus 781-259-0784

**LINCOLN PUBLIC SCHOOLS**
Ballfield Road 781-259-9400
Smith School (K – 4) 781-259-9404
Brooks School (5 – 8) 781-259-9408
Superintendent 781-259-9409
Business Office 781-259-9401

**LINCOLN SUDBURY REGIONAL DISTRICT SCHOOL**
390 Lincoln Road, Sudbury 978-443-9961

**HANSCOM SCHOOLS - Hanscom AFB**
Hanscom Primary 781-274-7721
Hanscom Middle 781-274-7720

**MINUTEMAN REGIONAL SCHOOL DISTRICT**
758 Marrett Road, Lexington 781-861-6500

PUBLIC MEETINGS ARE POSTED ON THE TOWN OFFICES BULLETIN BOARD AND ON THE TOWN MUNICIPAL CALENDAR @ **www.lincolntown.org.**

## BOARD OF SELECTMEN

Peter Braun, Chair
Renel Fredriksen
James Craig

Before reporting on the Board's principal activities and priorities for 2016, we recommit ourselves as a Board to a leadership and governance style that, trusting in the wisdom of Town Meeting and volunteer government, emphasizes transparency, engagement, and healthy and respectful debate. We believe that we do best by the Town, and by and for each other, when we adhere as best we can to these core Lincoln values. It is our privilege, in this spirit, to serve the Town and to report on our key activities for the past year.

### Celebrating Success

Route 2/Crosby's Corner – The construction of the Crosby's Corner flyover, ramps and reconfiguration of adjacent local roads, a project that was decades in the making, was completed this past fall. A limited number of punch list items do remain to be completed next spring, as called for in an extensive landscape enhancement plan that Town officials succeeded in negotiating with the Massachusetts Department of Transportation. We will continue to monitor progress against the punch list items and will coordinate with MDOT to ensure that the project is completed in accordance with the design plans. Although the Town, and particularly the immediate abutters, was forced to endure four years of intensive construction, the finished product was, we believe, worth the inconvenience. The new local roadways that have been constructed provide safe access to properties whose driveways previously connected directly from Route 2. These new roadways have in effect created cul-de-sac neighborhoods in which residents can safely connect with one another and with the rest of the Town, and where cut through traffic has been eliminated. The new flyover has eliminated a major intersection hazard and is contributing to a more efficient flow of traffic through the Route 2 corridor. Although the project was funded, designed and managed by the federal and state governments, Lincoln was actively involved and influential at every step in the process. A great debt of gratitude is owed to the corps of Lincoln volunteers and staff who, for twenty plus years, worked to ensure that the project was designed not only to address state highway design criteria but also to satisfy local concerns. When project design or funding was in jeopardy, Lincoln responded, again and again, until design plans were completed to our satisfaction and until project funds were secure. Throughout the process, MDOT proved itself a competent and responsive project overseer. MDOT's willingness to support Town-proposed eleventh hour design enhancements, at considerable expense to the project, was further evidence of its desire to accommodate local concerns. So, thank you to all who helped shape the project vision, attended countless meetings, facilitated the extensive process of listening to all stakeholders and building consensus for the design plan, appeared before state transportation planners helping to build and sustain the case for the project and its funding, and who helped to monitor the project during its construction. We hope to announce a spring date for a project dedication ceremony. Well done Lincoln!

Cost Containment – Saving money is always a cause to celebrate! The Town's Administrative and Finance Team led an effort to further refine the Town's health insurance offerings. Effective January of 2017, our retiree health plan will include a fully qualified Medicare Part D prescription drug program which will resulting a $300,000 reduction in the Town's health insurance budget and lower premiums for our retirees. Once again, the Town's staff is to be commended for identifying and acting on this opportunity, and for doing so in a thoughtful and collaborative manner with our employees/retirees. The savings provide much needed immediate budget relief, while also helping to reduce the Town's long-term liability, addressed in some detail in the Finance Committee's report under the heading of Other Post- Employment Benefits (OPEB).

## HANSCOM AIR FORCE BASE

General Description of Base and Lincoln's Interaction - The Base is an 800+-acre military installation, of which about one-half sits in Lincoln, including all of the housing and schools and one of the two active gates. The other half of the Base sits within Lexington and Bedford. The real estate is exempt from taxation. The federal government has exclusive jurisdiction over most on-Base activities. A private company owns and manages the 730 units of on-Base family housing, which is occupied by Air Force personnel, other active-duty uniformed service-personnel who commute to off-Base jobs,

and full-time Defense Department employees (as well as some retiree-families, as described below). Tenants' children attend the on-Base K-8 schools, which were built by the federal government and are currently undergoing a total replacement, but are managed and operated by Lincoln under a nearly 60-year-old federal contract which is by all accounts a mutually satisfactory relationship. Our public safety departments are in close touch with the Base and provide services as required. The Base abuts and works closely with the legally separate MassPort-operated Hanscom Air Field, which occupies land in Lincoln, Concord, and Bedford. The Base is a major generator of jobs, federal contracts, academic research, and general economic activity for the metropolitan region, and thus it attracts the regular attention and support of the State government and State and federal legislators. This is a complex set of relationships of which the Board of Selectmen and Town staff need to maintain a thorough understanding, including regular communication and maintaining strong alliances with Base, municipal, State, and federal leaders. Our objectives include expressing and, to the extent possible, demonstrating, active support for State and federal officials' and legislators' efforts to maintain and enhance the Base as a thriving part of the State's economy. One focal point for our Base-related efforts is our active membership in the Hanscom Area Towns Committee ("HATS"), the multi-faceted activities of which are reviewable at www.hanscomareatownscommittee.com. We also continue to participate in a Pentagon-led initiative through which we've worked with the Base, State, and other HATS towns to identify and implement mutually-beneficial partnership opportunities to assist the Base to operate more cost-effectively and with improved municipal-type services. We also attend many Base events and lose no opportunity to express our support for those who are serving our country. The current and future status of the Base appears to be healthy. The federal government is in the process of spending many hundreds of millions of dollars to enhance the Base's facilities (including complete replacements of the schools, a major replacement/renovation of Lincoln Lab, a new single-airmen dormitory, improvements of the Vandenberg Gate, security and energy enhancements, and other improvements in the works). A third operational mission was recently added, and movement to the Base of other regionally-located DOD-related activities is being planned. Considering these developments and informal insights received from senior Air Force personnel, our general impression continues to be that the Base, and its electronics and cybersecurity expertise centered within a unique ecosystem of businesses and academia, are recognized to be an essential part of the military's infrastructure.

Supplementary Funds for Hanscom Education Expense – As described in more detail in the September 13, 2016 FAQ Memo that we published along with the School Committee (see Town web site at http://www.lincolntown.org/documentcenter/view/21029), and with the dedicated help of Representative Tom Stanley, we successfully sought an FY'17 State Budget appropriation to begin to help the Town cover its costs resulting from being required to educate the children of military-retirees who have been, since about five years ago, able to live on Hanscom Air Force Base in housing units not currently occupied by active-duty military or DoD-employee families. The retiree-family children now constitute about 6% of the Hanscom Primary and Middle School enrollment, but they cannot be counted in the enrollment-based revenue we receive from the federal government to operate those schools. We cannot tax the on-Base housing, and we receive a very small amount of Chapter 70 State Aid for the retiree-family children. We also anticipate that Base-resident high school-age retiree-family children may soon begin to enroll at Lincoln-Sudbury Regional High School, at Lincoln's expense, for which we would have no current source of covering revenue. Unfortunately, the Governor recently used his "9C" power to cut our FY'17 appropriation, but we remain hopeful that the funds will be restored by the Legislature for FY'17 and be included in the FY'18 State Budget. We continue to work closely with Representative Stanley, and have met with senior staff of the Governor's Office to advocate for our cause.

**Important Works in Progress**

Roadway Planning & Traffic Management – In response to increasing traffic volumes throughout Lincoln and throughout our region, we devoted our September Newsletter and the majority of the November State of the Town Meeting (SOTT) agenda to the topic of Roadway Planning & Traffic Management. We noted in our Newsletter that "Traffic Management is an evolving challenge that requires constant monitoring and periodic reexamination." In June, the Town's staff secured grant funds under the Commonwealth's Complete Streets program to assess existing roadway and path network conditions and to develop a plan including short and long-term improvements. Dozens of residents turned out for a series of discussions and workshops, and/or completed a Complete Streets survey. We are in the process of compiling and analyzing the feedback and will shortly receive a report and recommendations that will inform future decisions regarding grant applications and requests for town investments. The overarching goal of the planning effort is to improve and expand our road and path network to create safer opportunities for pedestrians, cyclists and others to move about the Town, in and out of their vehicles.

Cycling Safety Advisory Committee – In the fall the Board announced plans to form a Cycling Safety Committee to evaluate our roads and paths from the perspective of the cycling community. The Board anticipates appointing and launching the Committee early in 2017.

South Lincoln Planning Implementation Committee/Economic Development Advisory Committee – In October, the Planning Board and Director of Planning and Land Use met with the Board of Selectmen and shared its thoughts about the benefits of two new and potentially complementary Committees that might be formed. The Planning Board anticipates appoint a South Lincoln Planning Implementation Committee (SLPIC) with a focus on implementing projects that might sustain and enhance the viability of the Town's retail center, consistent with the vision expressed during previous South Lincoln/Lincoln Station planning exercises. The Planning Board will be appointing and convening the initial meeting of the SLPIC early in the new year. The Planning Board also urged the Selectmen to consider forming a Committee that would be focused on promoting the interests of the Town's for-profit and not-for-profit businesses in a more general sense – a Lincoln "chamber of commerce," so to speak. The Board of Selectmen hosted a well-attended business breakfast in December to solicit feedback on the concept and to assess the level of interest within the business community. The Board anticipates taking the matter back up early in 2017 and currently envisions the Selectmen as playing an incubator role leading to formation of a business-directed Committee.

Community Center Planning – In October, the Board submitted a request for $150,000 to the Capital Planning Committee for the purpose of undertaking the next phase of feasibility planning and preliminary design of a community center that is contemplated for the Hartwell Complex on the Ballfield Road school campus. The Board believes that there are advantages to be gained by having the planning for a school building project and community center being undertaken in parallel. Our request for funds to move forward with this next level of Community Center planning will be included as an article for the March 25, 2017 Annual Town Meeting. In the event that the Town elects not to move forward with next phase of school building project planning, for whatever reason, the Board will urge Town Meeting to pass the Community Center planning/design article and thus not to proceed at this time with planning for the Community Center; again, consistent with our commitment to advancing the planning for both important town projects in parallel.

Landfill Solar Initiative – Late in 2015, the Board voted to form a Solar Working Group to assess the solar development potential of various publicly and privately owned sites and to help create a framework to guide future Town investments in solar technology. In December of 2015, the Working Group presented its Report and Recommendations, which included a recommendation to make the town-owned landfill site and public safety site available for solar development. The Board will be proceeding to Town Meeting with a warrant article, the purpose of which will be to secure the necessary authorizations to enable solar development at the landfill site. The Town's Green Energy Committee projects that a one-megawatt development at the landfill would be sufficient to offset approximately 50% of the energy consumed by our municipal buildings. Preliminary discussions during previous Town Meetings and State of the Town Meetings confirmed strong interest within the community for this project specifically, and for alternative energy initiatives more generally.

**Professional Staff**

The partnership between our citizen volunteers and our professional staff is critical to our ability to sustain Lincoln's tradition of civic-leadership. This year, once again, we had the opportunity to add a number of highly qualified new employees to our team, and to promote several of our existing staff members.

In December of 2015, the Board accepted the recommendation of its Search Committee for a Director of Planning & Land Use and voted to appoint Jennifer Burney to the position. Jennifer comes to Lincoln having served previously as the Director of Planning in two Massachusetts communities and with extensive and diverse local and regional planning experience. In short order Jennifer has helped reinvigorate the efforts of our Land Use boards and staff, and has helped us launch a number of new planning initiatives. We look forward to participating in and supporting the South Lincoln Planning Implementation Committee process, to remaining involved in the Complete Streets planning program, to exploring the benefits of a potential Economic Development Advisory Committee, and to lending our support to the Planning Board and Jennifer in whatever additional important planning initiatives may come forward.

Richard Silver retired as of the end of 2016, after twenty-three years of devoted service as the Pierce House Manager. Richard and his wife Susan have cared for the House as if it were their own, and for its visitors as if we had been friends and family. Their generosity of spirit helped to create many lasting memories for hundreds of Lincoln families and organizations. On behalf of many grateful Lincoln families, we extend our best wishes for a healthy and full retirement. With the assistance of the Pierce House Committee, we were pleased to receive and evaluate a strong pool of applicants to replace Richard, from which Nancy Beach emerged as a very strong preferred choice. We were pleased to appoint Nancy effective as of January 1, 2017. Nancy has an extensive background in the hospitality industry, strong organizational and accounting skills, an appreciation of our culture – having grown up in a neighboring town -- and a

warm and accommodating manner. Welcome Nancy! With the close support of the Pierce House Committee and Town's staff, we look forward to great things at the Pierce House.

Other notable staff additions and promotions included:

| | | |
|---|---|---|
| 02/16 | Peggy Bozak | Appointed to the Position of Zoning Administrative Assistant |
| 05/16 | Steven Frias | Appointed to the position of DPW Crew Member |
| 07/16 | Karen DeCaprio | Promoted to the Position of Revenue/Benefits Coordinator |
| 07/16 | Paula Vaughn | Promoted to the Position of Planning and Land Use Administrator |
| 11/07 | Joseph Pellegrini | Promoted to the Position of Police Officer |
| 11/07 | Matthew Armata | Appointed to the Position of Police Officer |
| 12/16 | Anthony Clemente | Appointed to the position of E911 Dispatcher |

## ELECTED

| | Term Expires |
|---|---|
| Moderator | |
| Sarah Cannon Holden | 2017 |
| Town Clerk | |
| Susan Brooks | 2019 |
| Board of Selectmen | |
| Peter Braun | 2017 |
| James Craig | 2019 |
| Ragnhild Fredriksen | 2018 |
| Board of Assessors | |
| Ellen Meadors | 2017 |
| Edward Morgan | 2018 |
| John G. Robinson | 2019 |
| School Committee | |
| Peter Borden | 2018 |
| Timothy Christenfeld | 2019 |
| Jennifer Glass | 2017 |
| Jena Salon | 2017 |
| Alvin L. Schmertzler | 2018 |
| Water Commission | |
| Robert Antia | 2018 |
| Ruth Ann Hendrickson | 2017 |
| Patrick J. Lawler | 2019 |
| Board of Health | |
| Steven R. Kanner | 2019 |
| Frederick L. Mansfield | 2017 |
| Patricia Miller | 2018 |
| Cemetery Commission | |
| Manley Boyce | 2017 |
| Susan S. Harding | 2018 |
| Rob Todd | 2019 |
| Lincoln-Sudbury Regional District School Committee | |
| Radha Gargeya | 2019 |
| Elena M. Kleifges | 2017 |
| Nancy Marshall (Lincoln Resident) | 2018 |
| Kevin J. Matthews | 2019 |
| Patricia M. Mostue (Lincoln Resident) | 2017 |
| Gerald E. Quirk | 2018 |

| | Term Expires |
|---|---|
| Planning Board | |
| Lynn DeLisi | 2017 |
| Steve Gladstone | 2019 |
| Margaret Olson | 2019 |
| Richard Rundell | 2017 |
| Gerald Taylor | 2018 |
| Commissioners of Trust Funds | |
| Donald Collins | 2018 |
| D. Paul Fitzgerald | 2017 |
| Douglas Harding | 2019 |
| Trustees of Bemis Fund | |
| Ruth Rothstein | 2018 |
| Melinda Abraham | 2017 |
| Sara Mattes | 2019 |
| Trustees of Lincoln Library | |
| Jacquelin Apsler (Board of Selectmen Appointee) | 2017 |
| Martin Dermady (School Committee Appointee) | 2019 |
| John B. French (Library Trustees Appointee) | |
| Jen James (Elected) | 2019 |
| Kathleen Nichols (Library Trustees Appointee) | |
| Peter Sugar (Library Trustees Appointee) | |
| DeCordova Sculpture Park and Museum Trustees | |
| Daniel Elias (School Committee Appointee) | 2019 |
| Melinda Webster Loof (Board of Selectmen Appointee) | 2017 |
| Linda Hammett Ory (Elected) | 2019 |
| Stacy Osur (Elected) | 2017 |
| Jonathan Rapaport (Elected) | 2018 |
| Peter Sugar (Library Trustees Appointee) | 2018 |
| Dune Thorne (Elected) | 2020 |
| Housing Commission | |
| LindaConrad (Elected) | 2018 |
| Sharon K. Antia (Elected) | 2019 |
| Diana Chinta (Board of Selectmen Appointee) | 2019 |
| Peter Georgiou (Elected) | 2017 |
| Mary Sheldon, Non-voting (Council On Aging Appointee) | continuing |
| Allen Vander Meulen (Board of Selectmen Appointee) | 2020 |
| Parks and Recreation Committee | |
| Doug Carson (Board of Selectmen Appointee) | 2017 |
| Patricia, M. Donahue (Elected) | 2019 |
| Jonathan Dwyer (Board of Selectmen Appointee) | 2019 |
| Chris Fasciano (Board of Selectmen Appointee) | 2018 |
| Margit Griffith (Elected) | 2017 |
| Virginia Reiner (Elected) | 2018 |

| | Term Expires |
|---|---|

## APPOINTED BY THE BOARD OF SELECTMEN

Town Administrator
Timothy Higgins

Assistant Town Administrator
Mary Day

Accountant/Finance Director
Colleen Wilkins

Treasurer/Collector
Krystal Elder

Town Counsel
Joel Bard

Superintendent of Public Works
Christian Bibbo

Superintendent of Water Department
Gregory Woods

Fire Chief
Stephen E. Carter

Chief of Police
Kevin Kennedy

Constables

| | |
|---|---|
| Kevin Kennedy | 2017 |
| Robert Paul Millian | 2017 |
| Joseph Topol | 2017 |

Animal Control Officer
Leslie Boardman

Sealer of Weights & Measures
Courtney Atkinson

Building Inspector
Daniel Walsh

Wiring Inspector
Robert Norton

Assistant Wiring Inspector
John Bolli

Plumbing Inspector
Russell Dixon

| | Term Expires |
|---|---|
| Assistant Plumbing and Gas Inspector | |
| George Dixon | |
| Kenneth Rich | |
| Emergency Management | |
| Stephen E. Carter | |
| Hazardous Waste Coordinator | |
| Elaine Carroll | |
| Veterans' Services Officer | |
| Priscilla Leach | 2017 |
| Veterans' Programming Officer | |
| James Hogan | 2017 |
| Tree Warden | |
| Kenneth Bassett | 2017 |
| Town Historian | |
| John MacLean | |
| Registrars of Voters | |
| Susan Brooks, Ex Officio (Town Clerk) | |
| Christopher Bursaw | 2019 |
| Laura Glynn | 2018 |
| Nancy Zuelke | 2017 |
| Conservation Commission | |
| Ron Chester | 2019 |
| Christine Dugan | 2017 |
| James Henderson | 2019 |
| Ari Kurtz | 2018 |
| Jordan McCarron | 2018 |
| Richard Selden | 2017 |
| Peter von Mertens | 2019 |
| Zoning Board of Appeals | |
| William Churchill, Associate | 2017 |
| Joel Freedman | 2021 |
| David Henken | 2017 |
| Vinit Patel, Associate | 2018 |
| Kathleen Shepard | 2020 |
| Eric Snyder | 2019 |
| David Summer | 2018 |
| Council On Aging | |
| Marilyn Buckler | 2019 |
| John B. French | 2018 |
| Benjamin Home | 2017 |

| | Term Expires |
|---|---|
| Sarah Kindleberger | 2019 |
| Tricia McGean | 2017 |
| Don Milan | 2018 |
| Florence Montgomery | 2019 |
| Donna Rizzo | 2017 |
| Mary Sheldon | 2018 |
| Dorothy Taylor | 2019 |
| Dilla Tingley | 2017 |
| Rob Todd | 2018 |
| <u>Disabilities Commission</u> | |
| Mary Day, Ex Officio (Town Official) | |
| Susan Isbell | 2017 |
| John Ritz | 2018 |
| Nancy Torti | 2018 |
| <u>Lincoln Historical Commission</u> | |
| Douglas Adams | 2017 |
| Christopher Boit | 2017 |
| Frank Clark, Alternate | 2017 |
| Lucretia Giese | 2019 |
| Andrew Glass | 2018 |
| Judith Lawler, Alternate | 2018 |
| Andrew Ory | 2019 |
| <u>Historic District Commission</u> | |
| Lynn De Lisi (Planning Board) | 2019 |
| Douglas Adams (Architect) | 2017 |
| Christopher Boit | 2017 |
| Frank Clark, Alternate | 2017 |
| Lucretia Giese (Historical Society) | 2019 |
| Andrew Glass (Real Estate Agent) | 2018 |
| Judith Lawler, Alternate | 2018 |
| Andrew Ory (Historic District Resident) | 2019 |
| Richard Rundell (Planning Board) | continuing |
| <u>Lincoln Cultural Council</u> | |
| Melinda Bruno-Smith | 2019 |
| Julia R. Dobrow | 2018 |
| Patrick Greene | 2019 |
| Renata Pomponi | 2019 |
| Margaret Ramsey | 2019 |
| Ruth Rothstein | 2019 |
| Nancy Leigh Thompson | 2018 |
| <u>Pierce House Property Committee</u> | |
| Anne Crosby | 2017 |
| Terry Green | 2018 |
| Jean Horne | 2019 |
| Lucia MacMahon | 2017 |
| Virginia Quinn Rundell | 2019 |

| | Term Expires |
|---|---|
| Recycling Committee | |
| Laura Berland | |
| Elizabeth Cherniak | |
| Bernadette Quirk | |
| Emergency Assistance Fund Committee | |
| Carolyn Bottum, Ex Officio (COA Director) | |
| Lorraine Fiore (First Parish Church) | 2019 |
| Nancy Ritchie (St. Anne's Church) | 2018 |
| Mary Sheldon (Council on Aging) | 2018 |
| Jane Thomas (St. Julia's Parish) | 2019 |
| Green Energy Technology Committee | |
| Jim Hutchinson | continuing |
| Sue Klem | 2017 |
| Edmund Lang | 2017 |
| Jennifer Gundy Morris | 2017 |
| David O'Neil | 2017 |
| John Snell | 2017 |
| William Stason | continuing |
| Cable Advisory Committee | |
| James Cunningham | 2017 |
| Marty Fahey | 2019 |
| Harold McAleer | 2019 |
| David Trant | 2017 |
| Agricultural Commission | |
| Nancy Bergen | 2017 |
| Louise Bergeron | 2018 |
| Lynne Bower | 2017 |
| Ari Kurtz (Conservation Commission) | 2018 |
| Heather Korostoff Murray, Alternate | 2018 |
| Stacy Osur, Non-voting | 2019 |
| Ellen Raja | 2018 |
| Beth Taylor, Alternate | 2017 |
| Hanscom Field Advisory Commission (HFAC) | |
| Peter Braun | 2017 |
| Christopher Eliot, Alternate | 2017 |
| Hanscom Area Towns Study Committee (HATS) | |
| Peter Braun (Selectman) | 2017 |
| Robert Domnitz (Planning Board) | continuing |
| MBTA Advisory Board | |
| Andrew Glass | continuing |

| | Term Expires |
|---|---|
| Metropolitan Area Planning Council (MAPC) | |
| Jennifer Burney | 2017 |
| Suasco Wild and Scenic River Stewardship Council | |
| Christine Dugan | 2020 |
| James Meadors, Alternate | 2020 |
| Minuteman Senior Services | |
| Dilla Tingley (Council on Aging) | 2019 |
| Affordable Housing Trust | |
| Victoria Braithwaite (Lincoln Foundation) | 2017 |
| Diana Chirita (Housing Commission) | 2017 |
| Ragnhild Fredriksen (Selectman) | 2018 |
| George Georges | 2017 |
| Laura Sander (Finance Committee) | 2017 |
| Betty-Jane Scheff | 2017 |
| Roadside and Traffic Committee | |
| Kenneth Bassett (Tree Warden) | 2017 |
| Ragnhild Fredriksen (Selectman) | 2017 |
| Deborah Howe (At Large) | 2017 |
| Alex MacLean (At Large) | 2017 |
| Margaret Olson (Planning Board) | 2017 |
| Beth Ries (Garden Club) | 2017 |

## APPOINTED BY THE TOWN CLERK

Deputy Town Clerk
Valerie Fox

Assistant Town Clerk
Susan Francis

Assistant Town Clerk for the Town Archives
Barbara Myles

## APPOINTED BY THE BOARD OF HEALTH

Burial Agent
Susan Brooks

## APPOINTED BY THE MODERATOR

| | |
|---|---|
| Personnel Board | |
| Beth Ries | continuing |
| Graham Walker | 2018 |
| Finance Committee | |
| Jeffrey Birchby | 2018 |

| | Term Expires |
|---|---|
| Regina Halsted | 2018 |
| Eric Harris | 2018 |
| Jim Hutchinson | 2019 |
| Peyton Marshall | 2017 |
| Andrew Payne | 2019 |
| Laura Sander | 2017 |

Minuteman High School

| | |
|---|---|
| Sharon K. Antia | 2018 |

## APPOINTED BY VARIOUS BOARDS AND COMMITTEES

Community Preservation Committee

| | |
|---|---|
| Linda Conrad (Housing Commission Appointee) | 2018 |
| Craig Donaldson (Board of Selectmen Appointee) | 2018 |
| Chris Fasciano (Parks and Recreation Committee Appointee) | 2018 |
| Lucretia Giese (Historical Commission Appointee) | 2018 |
| Margaret Olson (Planning Board Appointee) | 2018 |
| Andrew Payne (Board of Selectmen Appointee) (FinCom) | 2018 |
| Richard Seldon (Conservation Commission Appointee) | 2017 |
| John Valpey (Board of Selectmen Appointee) | 2019 |
| Eric Zimmerman (Board of Selectmen Appointee) | 2019 |

Capital Planning Committee

| | |
|---|---|
| Jacquelin Apsler (Library Trustees Appointee) | |
| Peter Braun (Board of Selectmen Appointee) (Selectman) | |
| Robyn Dunbar (Moderator Appointee) | 2019 |
| James Henderson (Conservation Commission Appointee) | |
| Peter Hussey (Moderator Appointee) | 2018 |
| Maria Hylton (Board of Selectmen Appointee) | 2018 |
| Audrey Kalmus (Board of Selectmen Appointee) | 2019 |
| Peter Montero (Board of Selectmen Appointee) | 2017 |
| Alvin L. Schmertzler (School Committee Appointee) | |

Scholarship Fund Committee

| | |
|---|---|
| Carolyn Dwyer (Moderator Appointee) | 2018 |
| Nancy Marshall (Board of Selectmen Appointee) | 2017 |
| Barbara Slayter (School Committee Appointee) | 2017 |

Leaf Blower Study Committee

Jamie L. Banks (Conservation Commission Appointee)
Christian Bibbo (Conservation Commission Appointee)
John Koenig (Conservation Commission Appointee)
Geoff McGean (Conservation Commission Appointee)
James Meadors (Conservation Commission Appointee)
Daniel Pereira (Conservation Commission Appointee)
Fan Watkinson (Conservation Commission Appointee)
Robin Wilkerson (Conservation Commission Appointee)

## OFFICE OF THE TOWN CLERK

Susan F. Brooks, Town Clerk
Valerie Fox, Deputy Town Clerk
Susan Francis, Assistant Town Clerk

The core functions of the Town Clerk's Office (TCO) remain the same. It is the portal for information about the operations of town government for both residents and local, state and federal officials. The Office serves as the "real time" historian of certain milestone private events (vital records) and municipal actions (Town Meeting appropriations, by-laws, land use decisions); it shares direction of the Town Archives with Library Director Barbara Myles; it is responsible for local management of public records; it administers elections, the annual census and street listing process, and the year-round Voter Registration function; it conducts the annual induction of new officers and is responsible for implementation of recent "ethics reform" measures in respect to the town's +/-800 public officials and public employees; it licenses dogs (680 this year!), manages the town's Do Not Solicit database, issues raffle permits and business certificates; and it administers the town's public cemeteries and assists Lincoln families in the purchase of cemetery lots and the burial of their dead.

Two more major changes in state law have, however, been added to the TCO's portfolio of statutory responsibilities in the past year, imposing significant new obligations in **election administration** and in **public records administration**.

In fact, I think it's fair to say that the year 2016 in the Town Clerk's office has been largely consumed by the business of **Voting, Early and Often**. It began on March 1 with a four-party Presidential Primary contest which yielded a meager 59% turnout, but which grew to an 82% turnout for the November General election, interspersed with the March 28 Local, the September 8 State Primary, and the September 22 Special Minuteman School District elections, all reported on more particularly elsewhere in this report.

One of the interesting trends is the emerging volume of voters **voting electronically**, a practice sanctioned in federal law by the 2010 Military and Overseas Voter Empowerment (MOVE) Act. The 2012 Presidential Election saw 74 of these voters; in 2016 that number rose to 93. Given the presence of HAFB and the prevalence of educational and business travel among Lincoln voters, that trend will inevitably expand in Lincoln's future.

The biggest "new thing" is, of course, **Early Voting**, initiated with the 2014 election "reform" legislation, mandated for all biennial state elections, and test run at last November's general election. The TCO conducted 100 hours of Early Voting over the two weeks prior to Election Day itself. Almost 41% of the Lincoln electorate voted over those eleven days making Lincoln's Early Voting turnout the fifth highest rate in the Commonwealth. Not surprisingly, better than fifty (52.3 to be precise!) percent of our Early Voters this year were aged 61 or older. And likewise unsurprisingly, the heaviest turnout over those two week occurred during the last four days with turnout rates of 200 or more voters each day.

Early Voting is clearly a great success with voters. It does not come without **costs**, however. As reported elsewhere, the Town will need to devote the Donaldson Room meeting space exclusively to Early Voting use during future biennial state elections and our office will need to carefully assess the best means of managing Early Voting staffing needs.

Finally, the new law requires that our standard practice must now at least nominally anticipate a **post-election audit** (which amounts essentially to a recount) in these biennial elections. In preparation for such possibility, we regretfully said good-by and thank you to departing Board of Registrars member Deborah Kahn and welcomed appreciatively new Registrar of Voters, Laura Glynn. It is the Board of Registrars who would preside over an audit, should one be required.

The other consuming topic in the TCO as we approach the end of 2016 is the new **Public Records Access** law. The law makes explicit the responsibility that clerks' offices throughout the Commonwealth have long assumed for making sure that residents and, increasingly, members of the general public, can readily find the public information they are looking for. The Office performs this information management function at a time of seismic change in the volume and sources of information, in the law surrounding public and private information, in the prevalence of platforms for dispersing it, and in the technology that animates and accelerates the migration from paper to electronic record keeping.

The Town's existing records information "system" is highly de-centralized, but increasingly well understood, cataloged and integrated. The **Town Archives**, renewed and restructured starting in 2008, has put many existing collections of historic private and public documents on-line, conserved and digitized others, and perhaps most importantly for the present moment, has developed an Inventory, also accessible on-line, of all of the Town's public records. The database is organized by municipal department as per the statutory Retention Schedule and identifies, within each tab, the principal custodian of the records therein and an index of where and which of the permanent public records attributed by law to that department are physically located.

But, again inevitably, more and more of the Town's public records will be "born digital" and required by law to "be

maintained" and "available" digitally. **Information Technology** Director Mike Dolan has been a frequent and enormously helpful **partner** to the Town Archives as we seek to address the technology and the management challenges in this sea of constantly evolving sources, definitions and platforms for "public" information. As the new law is rolled out in 2017, protocols for email conduct and for public records requests, to name just two, will need to be re-examined. Efforts to re-think and re-configure the Town's website are already underway.

As the "doorway" to local government, the TCO regularly performs a variety of **public education** programs, in an on-going effort to engage the public in the work and processes of municipal government.

- Among the most long-standing of those efforts are the regular (three in this presidential year!) trainings for the Town's all volunteer election workforce.
- Some of the most enjoyable of those efforts involve our public school students, including:
    - Coaching, along with Town Moderator Sarah Cannon Holden, the G8 Warrant Article program, which won 2016 Town Meeting approval for a state of the art, and cost-saving, hydration station.
    - The 4th year of the program is, as I write this, well underway.
    - The employment of Jack Neuhaus, LS Class of 2016, through the high school's for-credit internship program, over the course of several months last spring energized our office with his intelligence, curiosity, and hard work.
    - We were similarly impressed and assisted by Warrant Article group alumnae, Anna Shorb, who worked with us over the summer.
    - And we were visited by three Smith School classes at the Presidential election polling place for a brief but very exciting tutorial on the event's significance and conduct. We commend their teachers and principal and look forward to more such opportunities!
- As reported in the Town Archives section, we also spent a beautiful Saturday at April's Community Fair at Peirce Park.
- In the fall, in what we likewise hope will be a recurring event, we spent some time at The Commons senior center talking about upcoming elections.
- And last but hardly least, at the invitation of Carolyn Bottum and the COA, Deputy Town Clerk Valerie Fox and Cemetery Commissioner Susan Harding, offered very informative tours last summer of the Meeting House and the Arbor Vitae cemeteries.

We thank the countless others who have lightened the load and shared the joys and challenges of the Office. In particular, we wish to thank Assistant Town Clerk, Patricia Arseneault, who retired in May after twelve years of service; she is and was the grace note that greeted me upon my election and has sustained us down through these many years since. We will miss Pat, but were delighted to welcome her successor, Susan Francis, this past July. And finally, my thanks, also and always, to Deputy Town Clerk Valerie Fox, without whom it truly would not be possible to do all that we do, and to have so much fun while doing it!

Respectfully submitted,
Susan F. Brooks

## VITAL STATISTICS

The Registry of Vital Records and Statistics, within the Massachusetts Department of Public Health, is the state agency responsible for managing a comprehensive state-wide system of birth, death and marriage records, all of which are locally created. As reported previously, the Registry began the introduction, in 2011, of the Vital Information Partnership (VIP), a cloud based application which, when fully implemented, will significantly enhance creation, registration, retention, and retrieval efficiencies in the vital records system.

Implementation of the birth record component of the new, entirely electronic system, begun in 2011, is now fully operational; in fact, the system has now incorporated electronic birth records going all the way back to 1953. The even more elaborate system for the creation and management of death records was introduced in 2014, but did not go entirely, and painfully, "live" until the fall of 2015. Most of its quirks have been ironed out in the past year, although as a multi-user and rigidly sequential system, it will always be challenging to administer. The great benefit of the VIP program accrues to our customers whose vital records requests can now be much more readily provided.

As recommended by the Massachusetts Registry of Vital Records and Statistics, Lincoln birth, death and marriage records for 2016 will remain nameless. Information that is public record may be obtained in the Town Clerk's Office.

- The birth rate among Lincoln parents rose significantly in 2016, with 34 live births recorded as compared to only 20 in 2015. Hanscom parents, for the third year in a row, welcomed forty-seven babies into the world, bringing the Town's total newborns for the year to 81.
- Eighteen couples, six from Lincoln and two from Hanscom AFB, obtained marriage licenses from Lincoln in 2016. And the trend toward one-day solemnizers continues, with five of this year's couples choosing this alternative type of officiant to preside over their weddings.
- Lincoln recorded fifty-one deaths this year, including 46 residents, the eldest of whom were a gentleman of ninety-five years and a lady aged one hundred and one. Fourteen of the decedents were veterans, four from World War II, four from the Korean conflict, and three from the Viet Nam War.

And, of no relation to Vital Statistics but a fact of presumed general interest, we're happy to report that six hundred and eighty dogs became bona fide license holders in 2016 under the aegis of their commendably responsible owners' applications for same.

**SPECIAL TOWN MEETING**
Tuesday, February 23, 2016

Pursuant to a Warrant duly served, the Meeting was called to order in the Donaldson Auditorium by the Moderator, Ms. Sarah Cannon Holden, at 7 p.m. The Return of Service for the Warrant was read, and a quorum being present (260 voters), the following business was transacted.

ARTICLE 1 Proposed by the Selectmen
Voted: (Majority)
That the Town vote to withdraw from the Minuteman Regional School District effective July 1, 2017, contingent upon the acceptance, on or before March 1, 2016, by all of the current members of the Minuteman District, and the approval, on or before December 31, 2016, by the Commissioner of Education, of the Amended Regional Agreement dated December 21, 2015, which has been submitted to the member towns by the Minuteman Regional School Committee.

ARTICLE 2 Proposed by Minuteman Regional High School Committee
Voted: (Majority)
That the Town vote, consistent with Section VII of the existing "Agreement With Respect to the Establishment of a Technical and Vocational Regional School District" for the Minuteman Regional Vocational School District, to accept the amendments to said Agreement which have been initiated and approved by a vote of the Regional School Committee on December 21, 2015, and which have been submitted as a restated "Regional Agreement" bearing the date of December 21, 2015, to the Board of Selectmen of each member town.

A motion at 9:20pm to dissolve the February 23, 2016 Special Town Meeting was carried unanimously.

Respectfully submitted,

Valerie Fox
Deputy Town Clerk

**PRESIDENTIAL PRIMARY**
**March 1, 2016**

Pursuant to a Warrant duly served, the polls were declared open at 7:00 am by Town Clerk, Susan F. Brooks, Deputy Town Clerk, Valerie Fox, and Elections Clerk, Pat Arseneault. The following Deputy Wardens assisted throughout the day: Agnes Wiggin, Jeff Eaton, Alaric Naiman, Eric Harris, Ruth Rothstein and Judy Fox. The polls were declared closed at 8:00 pm. The results were as follows:

| Ballot type | # cast |
|---|---|
| DEMOCRAT | 1911 |
| REPUBLICAN | 676 |
| GREEN-RAINBOW | 2 |
| UNITED INDEPENDENT | 1 |
| **Total ballots cast** | **2590** |
| Registered voters | 4425 |
| **Turn-out** | **59%** |

OFFICIAL RETURNS AS FOLLOWS

| PRESIDENTIAL PRIMARY<br>March 1, 2016<br>DEMOCRATIC<br>OFFICIAL RESULTS - TOWN OF LINCOLN, MA | | | |
|---|---|---|---|
| **Offices & Candidates** | **Pct. #1** | **Pct. #2** | **Total** |
| **PRESIDENT** | | | |
| **BERNIE SANDERS** | 474 | 290 | 764 |
| MARTIN O'MALLEY | 2 | 1 | 3 |
| **HILLARY CLINTON** | 751 | 391 | 1142 |
| ROCKY DE LA FUENTE | 0 | 0 | 0 |
| NO PREFERENCE | 1 | 1 | 2 |
| BLANK | 0 | 0 | 0 |
| WRITE-IN | 0 | 0 | 0 |
| **STATE COM. MAN** | | | |
| **RONALD M. CORDES** | 771 | 405 | 1176 |
| BLANK | 453 | 275 | 728 |
| All Others | 4 | 3 | 7 |
| **STATE COM. WOMAN** | | | |
| **JANET M. BEYER** | 817 | 430 | 1247 |
| BLANK | 406 | 250 | 656 |
| All Others | 5 | 3 | 8 |
| **TOWN COMMITTEE** | | | |
| **GROUP** | 571 | 312 | 883 |
| **GARY D. DAVIS** | 609 | 343 | 952 |
| **M. JANE COOPER** | 672 | 361 | 1033 |
| **ALVIN SCHMERTZLER** | 667 | 352 | 1019 |
| **PETER A. PEASE** | 654 | 363 | 1017 |

| | | | |
|---|---|---|---|
| GRAHAM R. ATKIN | 601 | 330 | 931 |
| ELEANOR FITZGERALD | 625 | 351 | 976 |
| BARBARA SLAYTER | 611 | 333 | 944 |
| PETER GEOGIOU | 596 | 327 | 923 |
| MARI HAASS | 596 | 333 | 929 |
| JOHN SANTA | 597 | 326 | 923 |
| ILANA NEWELL | 641 | 346 | 987 |
| SHARON K. ANTIA | 647 | 356 | 1003 |
| BRIGID M. SHEEHAN | 596 | 332 | 928 |
| LORRAINE E. FIORE | 623 | 340 | 963 |
| CAROLYN BIRMINGHAM | 622 | 337 | 959 |
| LAURIE T. DEWEY | 631 | 346 | 977 |
| JOANNA HOPKINS | 630 | 348 | 978 |
| HERMAN M. TANNERT | 591 | 325 | 916 |
| AVRAM KALISKY | 626 | 347 | 973 |
| JOAN C. KIMBALL | 618 | 332 | 950 |
| JENNIFER LR GLASS | 671 | 363 | 1034 |
| ROSEMARY KERREBROCK | 609 | 334 | 943 |
| LAURA BERLAND | 617 | 336 | 953 |
| SARAH CANNON HOLDEN | 712 | 405 | 1117 |
| RAGNHILD FREDRIKSEN | 617 | 350 | 967 |
| JOHN BRAND FRENCH | 637 | 360 | 997 |
| E. ALEXANDRA GOLDEN | 599 | 326 | 925 |
| CHRISTOPHER T. LOSCHEN | 584 | 319 | 903 |
| All Othes | 8 | 17 | 25 |
| BLANK | 650 | 365 | 1015 |
| Ballots Cast | 1228 | 683 | 1911 |

PRESIDENTIAL PRIMARY

March 1, 2016

REPUBLICAN

OFFICIAL RESULTS - TOWN OF LINCOLN, MA

| Offices & Candidates | Pct. #1 | Pct. #2 | Total |
|---|---|---|---|
| PRESIDENT | | | |
| JIM GILMORE | 1 | 0 | 1 |
| DONALD J. TRUMP | 93 | 81 | 174 |
| TED CRUZ | 20 | 19 | 39 |
| GEORGE PATAKI | 0 | 0 | 0 |
| BEN CARSON | 6 | 11 | 17 |
| MIKE HUCKABEE | 0 | 0 | 0 |
| RAND PAUL | 0 | 0 | 0 |
| CARLY FIORINA | 1 | 0 | 1 |
| RICK SANTORUM | 1 | 0 | 1 |
| CHRIS CHRISTIE | 0 | 1 | 1 |
| MARCO RUBIO | 114 | 66 | 180 |
| JEB BUSH | 7 | 3 | 10 |
| JOHN R. KASICH | 161 | 84 | 245 |
| NO PREFERENCE | 1 | 3 | 4 |
| BLANK | 2 | 0 | 2 |

| | | | |
|---|---|---|---|
| All Others | 1 | 0 | 1 |
| STATE COM. MAN | | | |
| PETER DULCHINOS | 70 | 55 | 125 |
| JAMES E. DIXON | 116 | 87 | 203 |
| JONATHAN A. GOLNIK | 85 | 46 | 131 |
| BLANK | 136 | 80 | 216 |
| All Others | 1 | 0 | 1 |
| STATE COM. WOMAN | | | |
| SANDI MARTINEZ | 247 | 176 | 423 |
| BLANK | 158 | 91 | 249 |
| All Others | 3 | 1 | 4 |
| TOWN COMMITTEE | | | |
| GROUP | 152 | 101 | 253 |
| STEPHEN E. BINDER | 189 | 112 | 301 |
| RICHARD H. THERIAULT | 171 | 115 | 286 |
| ADAM H. HOGUE | 166 | 107 | 273 |
| DAVID G. STUBBLEBINE | 173 | 116 | 289 |
| JOHN O. COWLES | 163 | 113 | 276 |
| MARK A. SOUKUP | 172 | 119 | 291 |
| ARTHUR F. KLUGE | 162 | 109 | 271 |
| CHRIS O. BURSAW | 187 | 125 | 312 |
| SANDRA L. DAMIRJIAN | 159 | 117 | 276 |
| JOSEPH J. DWYER | 163 | 110 | 273 |
| KATE K. BRUENNER | 171 | 118 | 289 |
| BLANK | 254 | 167 | 421 |
| All Others | 7 | 7 | 14 |
| | | | |
| Ballots Cast | 408 | 268 | 676 |

**PRESIDENTIAL PRIMARY**
March 1, 2016
**GREEN RAINBOW**
OFFICIAL RETURNS - TOWN OF LINCOLN, MA

| Offices & Candidates | Pct. #1 | Pct. #2 | Total |
|---|---|---|---|
| PRESIDENT | | | |
| SEDINAN KCM CURRY | 0 | 1 | 1 |
| JILL STEIN | 1 | 0 | 1 |
| WILLIAM P. KREML | 0 | 0 | 0 |
| KENT MESPLAY | 0 | 0 | 0 |
| DARRYL CHERNEY | 0 | 0 | 0 |
| NO PREFERENCE | 0 | 0 | 0 |
| WRITE-IN | 0 | 0 | 0 |
| BLANK | 0 | 0 | 0 |
| STATE COM. MAN | | | |
| WI Dante A.Santosusso | 1 | 0 | 1 |
| BLANK | 0 | 1 | 1 |

| | | | |
|---|---|---|---|
| STATE COM. WOMAN | | | |
| WRITE IN | 0 | 0 | 0 |
| BLANK | 1 | 1 | 2 |
| TOWN COMMITTEE | | | |
| WRITE IN | 0 | 0 | 0 |
| BLANK | 10 | 10 | 20 |
| Ballots Cast | 1 | 1 | 2 |

**PRESIDENTIAL PRIMARY**

March 1, 2016

**UNITED INDEPENDENT**

OFFICIAL RETURNS - TOWN OF LINCOLN, MA

| Offices & Candidates | Pct. #1 | Pct. #2 | Total |
|---|---|---|---|
| PRESIDENT | | | |
| BLANK | 0 | 0 | 0 |
| NO PREF | 1 | 0 | 1 |
| WRITE IN | 0 | 0 | 0 |
| STATE COM. MAN | | | |
| BLANK | 1 | 0 | 1 |
| WRITE IN | 0 | 0 | 0 |
| STATE COM. WOMAN | | | |
| BLANK | 1 | 0 | 1 |
| WRITE IN | 0 | 0 | 0 |
| TOWN COMMITTEE | | | |
| BLANKS | 10 | 0 | 10 |
| WRITE IN | 0 | 0 | 0 |
| Ballots Cast | 1 | 0 | 1 |

**ANNUAL TOWN MEETING**
Saturday, March 19, 2016

*Please note that the reporting, in this and subsequent years, of Warrant Articles that the Meeting votes to "pass over" will incl the full text of the proposed article, not simply the Motion to Pass Over.*

Pursuant to a Warrant duly served, the Meeting was called to order in the Donaldson Auditorium by the Moderator, Ms. Sarah Cannon Holden, at 9:42 a.m. The Return of Service for the Warrant was read, and a quorum being present (256 voters throughout the day), the following business was transacted.

*The Moderator thanked the Girl Scouts, the school custodial staff, the "sound people," and various others before attention was called to ARTICLE 1 of the Warrant (Election of Officers and two ballot questions), which was to be acted upon on Monday, March 28, 2016, at the Smith School Gym, with the polls open from 7:30 a.m. until 8:00 p.m. The Moderator remembered the lives and contributions of former townspeople with a moment of silence.*

ARTICLE 2 Proposed by the Selectmen
Voted: (Unanimously)
That Noah Eckhouse and Andy Beard be elected Fence Viewer, and that Bryce Wolf, Jim Meadors and Deb Dorsey be elected Measurer of Wood and Bark, for the ensuing year.

After a quick review of Town Meeting protocol, the Moderator introduced the Consent Calendar. Pursuant to Article II, Section 13 of the General Bylaws, a Motion was made and seconded to adopt the motions listed under the Articles on the Consent Calendar, those being Articles 3, 4, 5, 6, 7, 13, 14, 15, 19, 20, 23, 24 and 25. The motion was carried unanimously.

ARTICLE 3 Proposed by the Selectmen
Voted: (Unanimously, on the Consent Calendar)
That the reports of the Town Officers, Committees, Commissioners and Trustees, as printed in the annual Town Report, be accepted.

ARTICLE 4 Proposed by the Selectmen
Voted: (Unanimously, on the Consent Calendar)
That the Town set the salaries of the elected officials of the Town at the following amounts for the fiscal year beginning July 1, 2016:

| | |
|---|---|
| Board of Selectmen Chair | $200 |
| Board of Selectmen (Other members, each) | $100 |
| Town Clerk | $88,239 |
| Assessors (Chair) | $200 |
| Assessors (Other members, each) | $175 |
| Water Commissioners (Each) | $75 |

ARTICLE 5 Proposed by the Assessors
Voted: (Unanimously, on the Consent Calendar)
That the Town accept the provisions of Chapter 59, Section 5C½ of the Massachusetts General Laws, inserted by Section 14 of Chapter 62 of the Acts of 2014, for the purpose of increasing the real estate tax exemptions by 100 percent to all persons who qualify for property tax exemptions under Clauses 17, 17C, 17C1/2, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C or 43 of Chapter 59, Section 5 of the Massachusetts General Laws for the fiscal year beginning July 1, 2016, and thereafter, unless Town Meeting votes in a future fiscal year to reduce said additional exemption amount.

ARTICLE 6 Proposed by the Selectmen
VOTED: (Unanimously, on the Consent Calendar)
That the Town raise and appropriate the sum of $30,000 by taxation to fund the Town's Senior Tax Work-off Program, as established pursuant to Massachusetts General Laws, Chapter 59, Section 5K.

ARTICLE 7 Proposed by the Selectmen
Voted: (Unanimously, on the Consent Calendar)
That the Town raise and appropriate the sum of $5,000 by taxation to fund the Town's Veteran's Tax Work-off Abatement Program, as established pursuant to Massachusetts General Laws, Chapter 59, Section 5N.

ARTICLE 8 Proposed by the Finance Committee
Voted: (By majority) That the Town adopt as the FY17 budget appropriation the recommendations listed in the report of the Finance Committee (with the exception of Line Items 1175, 1911 and 1914, each of which were subsequently unanimously approved), printed on pages 50-55 inclusive, of the Financial Section and Warrant for the 2016 Annual Town Meeting as summarized in the chart below, and that all items be raised by taxation except to the following extent:

| APPROPRIATION SUMMARY - FY 2017 | |
|---|---|
| GENERAL GOVERNMENT | 3,036,462 |
| PUBLIC SAFETY | 3,819,701 |
| EDUCATION | 15,390,545 |
| PUBLIC WORKS & FACILITIES | 1,718,670 |
| HUMAN SERVICES | 232,692 |
| CULTURE & RECREATION | 1,589,506 |
| DEBT SERVICE | 1,116,650 |
| UNCLASSIFIED | 6,544,065 |
| WATER DEPARTMENT | 1,123,799 |
| TOTAL - ARTICLE 8 | 34,572,090 |

Dept. 1491 **Cemetery Department-Expenses-** $5,000 to be transferred from Cemetery Perpetual Care Trust Fund Income-Expendable Trust.

Dept. 1171 **Conservation Commission- Personnel Services-** $15,000 to be transferred from the Wetlands Protection Fees-Receipts Reserved for Appropriation.

Dept. 1197 **Town PEG Access Cable- Total -**$83,436 to be transferred from the PEG Access Cable Fund, contingent upon acceptance of the provisions of Massachusetts General Law, Chapter 44, Section 53F¾ to establish a PEG Access and Cable Related Fund under Article 32.

Dept. 1290 **Town Offices- Personnel Services-** $71,000 to be transferred from the Hanscom Fund.

Dept. 1290 **Town Offices- Personnel Services-** $60,000 to be transferred from the Water Enterprise Fund.

Dept. 1331 Lincoln Sudbury Regional High School- Assessment-$9,000 to be transferred from the PEG Access Cable Fund, contingent upon acceptance of the provisions of Massachusetts General Law, Chapter 44, Section 53F¾ to establish a PEG Access and Cable Related Fund under Article 32.

Dept. 176-17754 **Debt Service- Principal & Interest-** $16,549 to be transferred from various Premiums on the Sale of Bonds accounts.

Dept. 61451 **Water Department**
- **Personnel Services-** $400,199 to be transferred from the Water Enterprise Fund
- **Expenses-** $493,600 to be transferred from Water Enterprise Fund
- **Debt Service-** $180,000 to be transferred from Water Enterprise Fund

Dept. 614513 **Water Department- Emergency Reserve-** $50,000 to be transferred from Water Enterprise Retained Earnings (Water Surplus).

ARTICLE 9 Proposed by the Capital Planning Committee
Voted: (Unanimously)

That the Town accept the report of the Capital Planning Committee and that the following amounts (items A - M) be appropriated as stated in the table below for the following purposes, including, in each instance, all costs incidental and related thereto:

| FY17 CAPITAL PROJECTS | | | | |
|---|---|---|---|---|
| | ITEM | $ AMT | SPONSOR | FUNDING SOURCE |
| A | To fund the replacement of the jaws of life for the Fire Department. | $38,000 | Selectmen | Raise and appropriate by taxation |
| B | To fund the replacement of portable radios for the Fire Department. | $35,000 | Selectmen | Raise and appropriate by taxation |
| C | To fund the purchase of auto external defibrillators for four Town buildings for the Fire Department. | $4,000 | Selectmen | Raise and appropriate by taxation |
| D | To fund the replacement of the Town building fire alarm radio boxes for the Fire Department. | $18,500 | Selectmen | Raise and appropriate by taxation |
| E | To fund the replacement of the police computer aided dispatch & records management system (CAD & RMS) for the IT Department. | $40,000 | Selectmen | Raise and appropriate by taxation |
| F | To fund the installation of a ramp and stairs at the end of the Library Lane sidewalk. | $53,904 | Library Trustees | Raise and appropriate by taxation |
| G | To fund an engineering study of the options for replacing the Library air conditioning system. | $4,500 | Library Trustees | Raise and appropriate by taxation |
| H | To fund the replacement/upgrade of the security camera system at LSRHS, and any related equipment. | $21,450 | Selectmen | Raise and appropriate by taxation |
| I | To fund the purchase of a backup radio fire alarm reporting for the Communications Department, and any related equipment. | $10,300 | Selectmen | Raise and appropriate by taxation |
| J | To fund the purchase and equipping of one replacement cruiser for the Police Department, and any related equipment, and to authorize the disposal of, by sale or otherwise, any related excess vehicles or equipment. | $40,255 | Selectmen | Raise and appropriate by taxation |
| K | To fund the purchase and equipping of one replacement motorcycle for the Police Department, and any related equipment, and to authorize the disposal of any related excess equipment. | $22,400 | Selectmen | Raise and appropriate by taxation |
| L | To fund the purchase of less-lethal electronic control weapons, and any related equipment. | $15,600 | Selectmen | Raise and appropriate by taxation |
| M | To fund the replacement/upgrade of the wireless network infrastructure at the Lincoln School, and any related equipment. | $53,892 | School Committee | Raise and appropriate by taxation |

ARTICLE 10 Proposed by the Capital Planning Committee
Voted: (Unanimously)

That the Town of Lincoln assess an additional $320,000.00 in real estate and personal property taxes for the purpose of purchasing an articulated loader and a street sweeper for the DPW, including all costs incidental and related thereto; provided, however, that the vote taken hereunder shall be made contingent upon the approval by the voters of the Town at an election of a "capital outlay exclusion" in accordance with the provisions of Massachusetts General Laws, Chapter 59, Section 21C (i½), otherwise known as Proposition 2½, so-called.

ARTICLE 11 Proposed by the Community Preservation Committee
Voted: (Unanimously on all items except B, D, E and G, which were held out and acted upon as reported hereafter.)

That the Town receive and act upon a report from the Community Preservation Committee and that the following amounts (items A - O) be appropriated or reserved from Fiscal Year 2017 Community Preservation Fund Revenues, or transferred from prior year's revenues for Community Preservation purposes as specified:

| CPA Article | Project | Total Appropriation | Source of Appropriation |
|---|---|---|---|
| | **Appropriations:** | | |
| A | To fund, for historic preservation purposes, the FY17 debt service payment for the town offices renovation project. | $405,175 | $405,175 from FY17 CPA projected revenues |
| B | To fund, for open space purposes, a portion of the purchase price for the acquisition of approximately 3 acres, more or less, of a larger parcel of property known as the Hargreaves-Heald property located at Sandy Pond Road, Lincoln MA, shown as Assessors' Map and Parcel 143-12-0, and to authorize the Board of Selectmen to acquire said property for conservation purposes and held under the care, custody and control of the Conservation Commission in accordance with the provisions of G.L. c.40, §8C, and further, to authorize the Board of Selectmen to convey to a non-profit organization, charitable corporation or foundation a conservation restriction meeting the requirements of G.L. c184,§§31-33. | $225,000 | $66,626 from CPA open space reserves and $158,374 from general CPA fund balance |
| C | To fund, for open space purposes, a transfer of money to the Conservation Trust. | $70,000 | $70,000 from FY17 projected revenues |
| D | To fund, for historic preservation purposes, the preservation of the Assessor's Valuation Book 1760-1833. | $47,410 | $47,410 from general CPA fund balance |
| E | To fund, for historic preservation purposes, the preservation of the Isabel Peirce Collection. | $33,145 | $33,145 from general CPA fund balance |
| F | To fund, for historic preservation purposes, the purchase of flat files for storage of Town archive documents. | $7,007 | $7,007 from general CPA fund balance |

| | | | |
|---|---|---|---|
| G | To fund, for historic preservation purposes, all electrical connections for wiring a pre-existing generator at Bemis Hall. | $6,000 | $6,000 from general CPA fund balance |
| H | To fund, for historic preservation purposes, the preservation of the Samuel Hoar Map of Lincoln 1772. | $3,015 | $3,015 from general CPA fund balance |
| I | To fund, for historic preservation purposes, the preservation of the Samuel Hoar Map of Lincoln 1795. | $1,830 | $1,830 from general CPA fund balance |
| J | To fund CPC administrative expenses. | $3,000 | $3,000 from FY17 CPA projected revenues |
| K | To fund FY17 debt service payments due on permanent borrowing for previously voted CPA projects. | $96,300 | $96,300 from FY17 CPA projected revenues |
| | **Project Appropriation Subtotal** | **$897,882** | |
| | **Reserves:** | | |
| L | Housing Reserve | $55,440 | from additional FY16 state revenue and FY17 CPA projected revenues |
| M | Open Space/Land Acquisition Reserve | $0 | from additional FY16 state revenue and FY17 CPA projected revenues |
| N | Historic Preservation Reserve | $76,840 | from additional FY16 state revenue and FY17 CPA projected revenues |
| O | Recreation Reserve | $0 | from additional FY16 state revenue and FY17 CPA projected revenues |
| | **Reserves Subtotal** | **$132,280** | |
| | **Additional Appropriation:** | $0 | |
| | **Grand Total of all CPA Appropriations:** | **$1,030,162** | |

Item B was amended by majority vote as follows: by adding at the end "***said acquisition to be counted as a potential credit, if approved by the executive Office of Energy and Environmental Affairs, for a release of Article 97 land elsewhere in Lincoln***."
Items D and E, following brief discussions, were approved by large majorities.
Items G, following brief discussion, was approved unanimously.

## Article 11
## Explanations

This article proposes projects recommended by the Community Preservation Committee under Lincoln's Community Preservation Act (CPA) passed at the March, 2002 Annual Town Meeting and the November, 2002 Election. The descriptions of the proposed projects/actions are contained below:

A. **Debt Service on Town Offices Renovation**- The 2011 Town Meeting approved project costs of $6.8 million to renovate the Town Office Building. Of that total, $1,000,000 was appropriated from CPA funds to reduce the Town borrowing. The annual debt service on the bond is $405,175. It is recommended that CPA funds be used for this historic purpose in FY 2017.

B. **Acquisition of 3 acres of land**- The Hargreaves-Heald property located at Sandy Pond Road has been identified by the Town as being of conservation interest due to its proximity to the Smith Andover Field and its location in the Historic Town Center. In addition, the land contains an important potential trail easement that could help connect to the Lincoln Schools.

C. **Conservation Fund**- The Conservation Commission has requested transfer of $70,000 to the town's Conservation Fund for expenditures consistent with the Community Preservation Act, the Conservation Fund and the town's Open Space Plan. This will bring up the balance of the Conservation Fund to $100,000. Monies in the Conservation Fund allow the Conservation Commission to respond quickly when lands of conservation interest become available for purchase, to provide a purchase option deposit, or to fund expenses such as surveyors or for soil testing. CPA funds previously transferred to the town's Conservation Fund have been used to purchase the Heck property, the Booth property and the Flint property (north of Route 2).

D. **Assessor's Valuation Book 1760-1833**-Valuations of real and personal property (including cash, livestock, buildings, and land) are listed. Historians use this primary source information to determine what Lincoln was like, how its residents lived, and how conditions changed over time. Preservation includes imaging these books and adding them to the Digital Commonwealth, Massachusetts' repository for historical collections

E. **Isabel Pierce Collection-** The Peirce family had a farm in Lincoln. Isabel (Carret) Peirce saved letters from her family from 1840s through 1870s, including Civil War letters from her husband, William L. G. Peirce. Preservation includes imaging these letters and adding them to the Digital Commonwealth.

F. **Archives Flat Files--** Each of the Flat Files has 10 drawers that can store oversize archival documents (generally maps and plans) as large as 24" x 36". Storing documents in their original flat condition is the best way to preserve them.

G. **Generator for Bemis Hall –** The purchase and installation of a generator at Bemis Hall, an historic building located within one of Lincoln's historic districts, would allow the building to remain heated, powered and in operation for Town citizens during inclement weather and/or power interruptions.

H. **Samuel Hoar Map of Lincoln 1772-** This is one of the earliest maps of Lincoln and it was drawn just a few years before the Revolutionary War began. A recent archaeology project by the Minute Man National Historical Park discovered artifacts from the battle known as Parker's Revenge that took place on the afternoon of April 19, 1775, the first day of the Revolutionary War, in Lincoln near the border between Lincoln and Lexington. This map provided important information to the researchers. Preservation includes imaging this map and adding this image to the Digital Commonwealth.

I. **Samuel Hoar Map of Lincoln 1795-** Twenty three years after he drew his 1772 map of Lincoln, Samuel Hoar drew another map of Lincoln. It shows how Lincoln had developed by the start of the nineteenth century. Preservation includes imaging this map and adding this image to the Digital Commonwealth.

J. **Administrative Expenses** -These funds will be used primarily to pay the $2,875 annual membership dues in the Community Preservation Coalition, a statewide organization that represents the interests of CPA communities. The balance will be available for costs associated with public information, mailings, and public hearings. Any

funds not spent prior to the end of FY17 will be returned to the CPA Fund.

K. **FY17 Debt Service payments** -Debt payment costs associated with the seventh year of permanent financing for previously voted CPA projects pursuant to Article 8 of the April 2, 2005 Town Meeting including the Harrington Row Land Acquisition, Affordable Housing – Sunnyside Lane construction and rehabilitation, and the Library Gund Roof replacement.

L. **Housing Reserve** - The CPA requires that a minimum of 10% of annual revenues be spent or set aside for affordable housing.

M. **Open Space/Land Acquisition Reserve** - The CPA requires that a minimum of 10% of annual revenues be spent or set aside for open space/land conservation.

N. **Historic Preservation Reserve** - The CPA requires that a minimum of 10% of annual revenues be spent or set aside for historic preservation.

O. **Recreation Reserve –** The CPA permits, but does not require, the Town to spend or set aside funds for recreational purposes. No funds are reserved for recreational purposes at this time.

ARTICLE 12 Proposed by Citizens Petition
Voted: (Unanimously)

That the Town support the proposal of the Eighth Grade Warrant Article Group to replace one or more of the existing water bubblers at the Brooks School with a Hydration Station(s) in order to encourage more sustainable drinking water and other environmentally friendly practices in the school and in the town at large, and to transfer from Free Cash $3,500 for such purpose, including all costs incidental and related thereto.

*The meeting adjourned for lunch at 12:10 and reconvened at 1:15.*

ARTICLE 13 Proposed by the School Committee
Voted: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of $70,000 by taxation to be used for the repair and maintenance of certain Lincoln School Campus classrooms and buildings, including all costs incidental and related thereto.

ARTICLE 14 Proposed by the Selectmen
Voted: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of $61,900 by taxation to be used for the repair and maintenance of certain Town buildings, including all costs incidental and related thereto.

ARTICLE 15 Proposed by the Library Trustees
Voted: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of $43,500 by taxation to be used for the repair and maintenance of the Lincoln Library, including all costs incidental and related thereto.

ARTICLE16 Proposed by the Finance Committee
Voted: (Unanimously)

That the Town raise and appropriate the sum of $284,084 by taxation to add funds to the Debt Stabilization Fund, so called, previously established pursuant to the March 26, 2011 Town Meeting, Article 19, in accordance with Massachusetts General Laws, Chapter 40, Section 5B, for the purpose of funding future capital expenditures and debt service payments; and to transfer to the Debt Stabilization Fund the sum of money appropriated under Article 8 for the Lincoln-Sudbury Regional High School that exceeds the final Lincoln assessment for FY 2017 that is voted by the Lincoln-Sudbury Regional High School committee for FY 2017 in accordance with law.

ARTICLE 17 Proposed by the Finance Committee
Voted: (Unanimously)

That the Town raise and appropriate the sum of $750,000 by taxation to add funds to the Group Insurance Liability Fund established by Chapter 474 of the Acts of 2008, which Fund will help offset the Town's so-called

"other post-employment benefits" liability established by the Statements 43 and 45 of the Governmental Accounting Standards Board.

ARTICLE 18 Proposed by the Finance Committee
Voted: (Unanimously)

That the Town raise and appropriate $36,000 by taxation, to add funds, representing Lincoln's proportionate share of the contribution recommended by the Lincoln Sudbury Regional High School Committee, to the Lincoln Sudbury Regional School District Retirees Health Insurance Trust Fund, established by the acceptance of Chapter 32B, Section 20 of the Massachusetts General Laws, as amended by Chapter 68, section 57 of the Acts of 2011, for Lincoln Sudbury Regional High School, which Fund will help offset the High School's so-called "other post-employment benefits" liability established by Statements 43 and 45 of the Governmental Accounting Standards Board.

ARTICLE 19 Proposed by the Selectmen
Voted: (Unanimously, on the Consent Calendar)

That the Town accept and expend such sum or sums of money that may be available under the provisions of Massachusetts General Laws, Chapter 90, Section 34, Clause 2(a) or other state roadway reimbursement programs and to authorize the Board of Selectmen to enter into a contract with the Massachusetts Department of Transportation Highway Division and to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow in anticipation of 100% reimbursement of said amounts.

ARTICLE 20 Proposed by the School Committee
Voted: (Unanimously, on the Consent Calendar)

That the Town transfer from Free Cash the sum of $36,000, said sum being equal to the state reimbursement amounts for Special Education Medicaid expenses, to supplement the FY17 Lincoln School operating budget.

ARTICLE 21 Proposed by the Selectmen
Voted: (Unanimously)

That the Town act on a recommendation from the Board of Selectmen and Finance Committee and present the annual Bright Light Award to Nancy Zuelke and to transfer from Free Cash the sum of $500 to support this award.

ARTICLE 22 Proposed by the Conservation Commission
Voted: (By majority)

That the Town appropriate and transfer the sum of $25,000 from the Conservation Receipts Reserved for Appropriation Account for land stewardship initiatives including: control of Japanese knotweed, phragmites, and other invasive plants, Muster Field culvert repair, and native plantings.

ARTICLE 23 Proposed by the Selectmen
Voted: (Unanimously, on the Consent Calendar)

That the Town reauthorize revolving accounts previously established by vote of the Town under Massachusetts General Laws, Chapter 44, Section 53E ½, for the following purposes: school bus fees, preschool tuitions, ambulance services, fire alarm maintenance fees, firearms licenses fees, housing rental income, recycling program, Codman Farmhouse lease fees and parks and recreation fees; said fees of the revolving accounts to be expended by the authorized entity without further appropriation, all as set forth in the chart below.

| FUND | REVENUE SOURCE | AUTHORITY TO SPEND FUNDS | USE OF FUNDS | SPENDING LIMIT |
|---|---|---|---|---|
| Student Transportation | Bus Fees | School Committee | To defray expenses related to student transportation. | $80,000 |
| Preschool Program | User Fees | School Committee | To defray expenses related to Preschool Program services. | $135,000 |
| Fire Alarm | Alarm Fees | Lincoln Fire Department | To defray expenses related to fire alarm services. | $25,000 |
| Affordable Housing | Rental Income | Housing Commission | To defray expenses for maintenance and rehabilitation of town-owned affordable homes, to cover administrative costs of running the housing program, and to defray miscellaneous costs of memberships and training for the housing commission members, staff, and members of related boards. | $100,000 |
| Firearms Licenses | Firearm Fees | Lincoln Police Department | To defray expenses related to the administration of the firearms licensing program. | $8,500 |
| Ambulance | Service charges | Lincoln Fire Department | To defray expenses related to ambulance service operations and to build the balance in the fund to offset the purchase of a future ambulance. | $100,000 |
| Parks & Recreation | Parks & Rec Fees | Parks & Recreation Committee | To defray expenses related to Town activities organized or sponsored by the Parks & Recreation Committee. | $30,000 |
| Transfer Station/Recycling | Recycling Program receipts | Highway Department | To defray expenses related to transfer station operations. | $5,000 |
| Codman Farmhouse | Lease Fees | Board of Selectmen | To defray expenses related to the care and maintenance of the Codman Farmhouse. | $25,000 |

ARTICLE 24 Proposed by the Water Commissioners
Voted: (Unanimously, on the Consent Calendar)
That the Town appropriate and transfer $25,000 from Water Enterprise Retained Earnings for the purchase of fire hydrants, including all costs incidental and related thereto.

ARTICLE 25 Proposed by the Water Commissioners
Voted: (Unanimously, on the Consent Calendar)
That the Town appropriate and transfer $50,000 from Water Enterprise Retained Earnings for the replacement of the Tower Road well roof and exterior repairs to the Sandy Pond treatment plant, including all costs incidental and related thereto.

ARTICLE 26 Proposed by the Finance Committee
Voted: (Unanimously)
That the Town transfer from free cash the sum of $3,575,000 to reduce the total amount to be raised by taxation pursuant to the votes previously taken under Article 8 of this Warrant, or any other article of this Warrant authorizing the appropriation of funds.

ARTICLE 27 Proposed by Minuteman High School Committee
To see if the Town will approve the $144,922,478 borrowing authorized by the Minuteman Regional Vocational Technical School District (the "District") for the purpose of paying costs of designing, constructing and originally equipping a new district school, to be located at 758 Marrett Road, Lexington, Massachusetts, and for the payment of all other costs incidental and related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of School Building Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (i) forty four and three quarters percent (44.75 %) of eligible, approved project costs, as determined by the MSBA, or (ii) the total maximum grant amount determined by the MSBA. Provided, however, that any approval of the District's borrowing by the vote taken hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt its allocable share of the amounts

required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 21/2), and provided further that any approval of this borrowing shall also be contingent upon the approval, on or before March 1, 2016, of the 2016 Amended Regional Agreement for the District by the town meetings of all 16 member towns of the District, or take any other action relative thereto.

Voted: (Unanimously)
That the Town pass over this article.

ARTICLE 28 Proposed by the School Committee

Voted: (By overwhelming majority)
That the Town, in order to financially support a COMPREHENSIVE RENOVATION of the Lincoln School which addresses long-range facilities needs and educational enhancement, will seek partnership with the Massachusetts School Building Authority (MSBA) by supporting the School in filing a Statement of Interest with the MSBA.

ARTICLE 29 Proposed by the School Committee

To amend the vote taken under Article 30 of the March 28, 2015 Town Meeting raising and appropriating the sum of $750,000, contingent upon a Capital Outlay Exclusion, which was approved at the March 30, 2015 Town Election, for a Feasibility Study to develop building project renovation choices for the Lincoln School located at Ballfield Road, only in the event the Town was invited to participate in the Massachusetts School Building Authority Grant Program, to instead provide that such funds shall be used for a Feasibility Study, including all costs incidental and related thereto, to assist the School Committee in developing building project renovation choices for the Lincoln School, located at Ballfield Road, that respect the current campus configuration, noting that a project that meets long-range facilities needs and includes educational enhancements will likely require a MINIMUM Town investment of $30 million; or take any other action relative thereto.

Voted: (Unanimously)
That the Town pass over this article.

ARTICLE 30 Proposed by the Selectmen

Voted: (By majority)
That the Town hear a report from the School Committee's and Board of Selectmen's Campus Master Planning Committee. The report was summarized by Selectwoman Renel Fredriksen.

ARTICLE 31 Proposed by the Selectmen and the Green Energy Committee

To see if the Town will vote to authorize the Board of Selectmen to allow the land known generally as the Town Landfill to be used by a solar energy provider to erect and operate solar energy facilities, and authorize two types of agreements between the Town and a solar provider at said location, or any other: (1) purchase of energy or energy credits and (2) payment-in-lieu of taxes to allow the Town to better predict the tax revenues related to solar energy facilities; all as set forth below, and further to authorize the Board of Selectmen to execute instruments and take all actions as may be necessary on behalf of the Town of Lincoln for such purposes:

(1) Use of Closed Landfill for Lease to Solar Energy Provider:
Authorize the Board of Selectmen to transfer the land commonly known as the Town Landfill, located at the corner of Route 2A (North Great Road) and Mill Street, and shown as Assessors Map and Parcel 115-19-0, from the Board of Selectmen for active and passive recreation purposes to the Board of Selectmen for such purposes and also for closed landfill and leasing for solar energy purposes , and authorize the Board of Selectmen to lease said land or any interest therein to a solar energy provider for the installation and operation of solar energy facilities, on such terms and conditions as the Board deems appropriate, and to take such other action as may be necessary to effectuate said transfer and lease, including but not limited to the filing of a home rule petition with the General Court for purposes of authorizing the transfer consistent with the provisions of Article 97; and

(2) Power Purchase/Net Metering Agreement(s) with Solar Energy Provider
Authorize the Board of Selectmen to enter into a renewable energy power purchase and/or net metering credit purchase agreement, including an agreement for power and net metering credits generated by a solar energy facility, for a term of up to twenty-five (25) years, on such terms and conditions as the Board of Selectmen deems to be in the best interests of the Town; and further

(3) PILOT Agreement(s) with Solar Energy Provider

Authorize the Board of Selectmen to (i) negotiate and enter into an agreement for payments-in-lieu-of-taxes (" PILOT") pursuant to M.G.L. Chapter 59, Section 38H(b), and Chapter 164, Section 1, or any other enabling authority, for both real property and personal property associated with a privately owned and operated solar energy facility to be located on the Town' s landfill property as shown on Assessor' s Map and Parcel 115-19-0 for a term of up to twenty-five (25) years on such terms and conditions as the Board of Selectmen deems to be in the best interest of the Town; and

Or take any other action relative thereto.
Voted: (Unanimously)
That the Town pass over this article.

ARTICLE 32 Proposed by the Selectmen
Voted: (Unanimously)
That the Town accept the provisions of Massachusetts General Law, Chapter 44, Section 53F3/4 to establish a PEG Access and Cable Related Fund, into which revenue received in connection with a franchise agreement between cable operators and the Town of Lincoln shall be deposited, and which funds shall only be appropriated for cable-related purposes consistent with the franchise agreement, including but not limited to (i) support of public, educational or governmental access cable television services; (ii) monitor compliance of the cable operator with the franchise agreement; or (iii) prepare for renewal of the franchise license; and further to transfer the balance of current PEG Access funds to this fund to begin operation on July 1, 2017.

ARTICLE 33 Proposed by the Town Clerk
Voted: (Unanimously)
That the Town amend the Dog Regulations Bylaw Section 13(D) as follows, with proposed deletions to the bylaw language shown in ~~strikethrough text~~ and additions shown in ***bolded italic text.***

Section 13.D. Registration, Licenses and Fees
Any owner of a dog which at the commencement of a license period is six (6) months of age or older and is located in the Town of Lincoln shall obtain a license for that dog commencing on January 1 of each year. An owner of a dog which becomes six (6) months old during a license period, or a person who becomes an owner of a dog six (6) months of age or older during a license period shall in each such case also be obligated to obtain a license for such dog for the remainder of the relevant license period.

~~License fees for all dogs, male, female, neutered or spayed shall be ten dollars ($10.00) annually~~. ***License fees for all neutered or spayed dogs shall be ten dollars ($10) annually. The fee for intact male and female dogs shall be fifteen dollars ($15) annually.*** ~~Overdue fees shall increase to fifteen dollars ($15.00) if not paid on or before April 1.~~ ***A late fee of five dollars ($5) shall be assessed on any license not paid on or before April 1st.*** If any tag shall be lost, the owner of such dog shall forthwith secure a substitute tag from the Town Clerk. The fee for a duplicate tag shall be one dollar ($1.00). A valid rabies certificate must be presented each time a dog is licensed.

ARTICLE 34 Proposed by the Planning Board
Voted: (As recommended by the Planning Board following its Public Hearing of February 9, 2016, by a two-thirds majority as declared by the Moderator)
That the Town amend the Zoning By-Law, Sections 13.5 (exterior lighting) and 23 (definitions) as follows, with proposed deletions to the bylaw language shown in ~~strikethrough text~~ and additions shown in ***bolded italic text.***

13.5 Exterior Lighting:

All artificial lighting ***permanently*** installed in any district, ***shall consist only of fully shielded light fixtures*** and be so installed ~~or shielded~~ as to prevent direct light or glare from the light source from interfering with the vision of motorists or pedestrians passing in the street or streets abutting the premises and as to prevent direct light or glare from illuminating neighboring properties.

***13.5.1***

***All exterior lamps shall have a Correlated Color Temperature (CCT) value of 3000K or below.***

Section 23 Definitions.

***Fully shielded light fixture:*** ***A fixture that does not emit above a horizontal plane through the fixture.***

***Light Fixture: The assembly that holds the lamp in a lighting system. It includes the elements designed to give light output control, such as a reflector (mirror) or refractor (lens), the ballast, housing, and the attachment parts.***

***Lamp: A device that produces light.***

ARTICLE 35 Proposed by the Planning Board

To see if the Town will vote to amend the Zoning By-Law, Sections 6.1 and 6.2, to add parties permitted to farm by right, add agricultural uses permitted by right on parcels less than five acres, and to clarify agricultural uses requiring a special permit on parcels containing less than five acres, substantially as on file with the Town Clerk; or take any other action relative thereto.

Following an update by Agricultural Committee member Ari Kurtz, it was

Voted: (Unanimously)
That the Town pass over this article.

ARTICLE 36 Proposed by Citizen Petition

Voted: (By clear majority)
That the Town (1) endorse **A Petition to the U.S. Congress to Adopt a Uniform National Gun Safety Law** acknowledging (a) that the number of privately owned firearms and the number of fatalities and injuries in the United States is far greater than any other industrialized country in the world, and (b) that a uniform national gun safety law would eliminate state by state differences that permit the spread of lethal weapons through illegal sales and trafficking, and (c) that the U.S. Congress needs to fund gun safety research as a public health epidemic, and (d) that core provisions of recently enacted gun safety laws in New York and Connecticut were found constitutional by Federal Appeals Court that therefore form a constitutional model for new uniform national legislation; and (2) ask our Board of Selectmen to transmit copies of this Warrant Article and Resolution to our Federal elected officials including the President of the United States Barack Obama and Vice President Joseph Biden, Massachusetts Senators Elizabeth Warren and Edward Markey, and Congresswoman Katharine Clarke.

ARTICLE 37 Proposed by Citizen Petition

Voted: (By majority)
That the Town adopt the following resolution:

Whereas: Global warming, caused significantly by the burning of fossil fuels and resulting increase in greenhouse gasses in the atmosphere, is a serious threat to current and future generations in Lincoln and around the world;

Whereas: Global warming is already causing costly disruption of human and natural systems throughout the world, including the acidification of oceans, melting of arctic and glacial ice, rising sea levels, extreme weather and corresponding food and water shortages, property damage, loss of biodiversity and death;

Whereas: The effects of global warming will further intensify with increasing temperatures such that almost every government of the world (including the United States) has agreed through the 2009 Copenhagen Accord and the recent Paris Accords, that any warming above a 2° C ( 36° F ) rise would be unsafe for human habitation;

Whereas: Fossil fuel companies continue to explore for even more fossil fuel deposits that cannot be burned without rendering the earth unfit for human habitation;

Whereas: Proven coal, oil and gas reserves, counted as assets of fossil fuel companies, equal roughly five times the maximum amount that can safely be released to prevent more than 2° C of global warming;

Whereas: Fossil fuel companies operate under the imperative to create shareholder profit rather than for long term public benefit, using their considerable financial resources to mislead the public on the scientific consensus about the dangers of global warming and to influence the government to maintain laws and regulations favorable to the continuing sale of their products;

Whereas: The Town of Lincoln has a moral duty to protect the lives and livelihoods of its inhabitants and of people around the world from the threat of global warming and should advocate for a future without the catastrophic impacts of a warming environment;
Whereas: There is a national movement to divest from fossil fuel companies as both a moral action and a means of weakening the political influence of the fossil fuel industry;

Whereas: Investments in fossil fuel companies could and are already proving highly risky given that 80% of their proven reserves could become stranded and unsalable assets if governments act to protect a habitable climate;

Whereas: Numerous universities concerned about their holdings have started to divest their fossil fuel investments and two of the largest banks, Citi Bank and Bank of America, have announced their intentions to no longer loan funds to fossil fuel companies; These achievements have contributed to the decision by The Rockefeller Foundation, the charitable institution started by the founders of Standard Oil and Exxon Mobil, to divest ALL their holdings related to fossil fuels.

Whereas: Leadership is critical to build national momentum for the movement to divest from fossil fuel companies. The President of the United States and the Pope have called upon citizens to make climate change an urgent priority for action in their communities including investment in clean, renewable energy and divestment from dirty fossil fuels.

Therefore, be it resolved that: The voters of Lincoln request the Board of Selectmen to endorse already proposed state legislation (House Bill No. 2269) requiring divestment of statewide retirement funds in the Pension Reserve Investment Trust (PRIT) from fossil fuel companies and to send copies of this Resolution to Governor Baker, State Treasurer Goldberg, State Senators Michael Barrett and Jamie Eldridge, Senate President Stan Rosenberg, State Representative Thomas Stanley, and Speaker of the House, Tom DeLeo.

*Sincere Tribute was paid over the course of the day to retiring luminaries, including Selectman Noah Eckhouse, Planning Board member Bryce Wolf, Conservation Commission member Jim Meadors, Capital Planning Committee member Andrew Beard and Disabilities Commission member Deb Dorsey, before the Moderator offered a "civic benediction" for the day's activity and the many voices and many generations who shared in its making.*

A motion to dissolve the 2016 Annual Town Meeting carried by acclamation at 3:45 pm.

Respectfully submitted,

Susan F. Brooks, Town Clerk

## ANNUAL TOWN ELECTION
## March 28, 2016

In accordance with Article One of the Warrant for the Annual Town Meeting, the polls were opened at 7:30 am by Town Clerk, Susan F. Brooks, assisted by Deputy Town Clerk, Valerie Fox, and Elections Clerk, Pat Arseneault. The following Deputy Wardens assisted Ms. Brooks throughout the day: Connie Lewis, Jeff Eaton, Alaric Naiman, Agnes Wiggin and Judy Fox. Results as indicated:

| ANNUAL TOWN ELECTION | | | |
|---|---|---|---|
| March 28, 2016 | | | |
| OFFICIAL RESULTS | | | |
| **Ballots cast:** | | | **391** |
| **Registered Voters:** | | | **4448** |
| **Turnout:** | | | **8.8%** |
| **Offices and Candidates** | **Pct. 1** | **Pct. 2** | **Total** |
| **BOARD OF SELECTMEN (3 yrs)** | | | |
| **James E. Craig** | **215** | **95** | **310** |
| Blanks | 43 | 36 | 79 |
| All Others | 2 | 0 | 2 |
| **BOARD OF ASSESSORS (3 yrs)** | | | |
| **John G. Robinson** | **214** | **94** | **308** |
| Blanks | 46 | 37 | 83 |
| All Others | 0 | 0 | 0 |
| **BOARD OF HEALTH (3 yrs)** | | | |
| **Steven R. Kanner** | **207** | **89** | **296** |
| Blanks | 53 | 42 | 95 |
| All Others | 0 | 0 | 0 |
| **CEMETERY COMMISSION (3yrs)** | | | |
| **Conrad H. Todd** | **219** | **98** | **317** |
| Blanks | 41 | 33 | 74 |
| All Others | 0 | 0 | 0 |
| **COMM OF TRUST FUNDS (3 yrs)** | | | |
| **Douglas B. Harding** | **223** | **96** | **319** |
| Blanks | 37 | 35 | 72 |
| All Others | 0 | 0 | 0 |
| **TRUSTEE, DeCORDOVA (4 yrs)** | | | |
| **Dune D. Thorne** | **209** | **88** | **297** |
| Blanks | 50 | 43 | 93 |
| All Others | 1 | 0 | 1 |
| **HOUSING COMMISSION (3 yrs)** | | | |
| **Sharon K. Antia** | **207** | **89** | **296** |
| Blanks | 51 | 41 | 92 |
| All Others | 2 | 1 | 3 |
| **TOWN CLERK (3 yrs)** | | | |

| | | | | | |
|---|---|---|---|---|---|
| **Susan F. Brooks** | **228** | **111** | **339** | | |
| Blanks | 30 | 20 | 50 | | |
| All Others | 2 | 0 | 2 | | |
| **LSRHS (2 for 3 yrs)** | | | | **Sudbury** | **Total** |
| **Radha Raman Gargeya** | **199** | **80** | **279** | **1140** | **1419** |
| **Kevin J. Matthews** | **183** | **71** | **254** | **1181** | **1435** |
| Blanks | 137 | 111 | 248 | 1618 | 1866 |
| All Others | 1 | 0 | 1 | 17 | 18 |
| **Total LSRHS votes cast:** | | | **782** | **3956** | **4738** |
| **Parks & Recreation (3 yrs)** | | | | | |
| **Patricia M. Donahue** | **212** | **96** | **308** | | |
| Blanks | 48 | 35 | 83 | | |
| All Others | 0 | 0 | 0 | | |
| **PLANNING BOARD (2 for 3 yrs)** | | | | | |
| **Setha Margaret Olson** | **146** | **60** | **206** | | |
| **Stephen R. Gladstone** | **135** | **94** | **229** | | |
| **Jennifer Morris Gundy** | 139 | 43 | 182 | | |
| Blanks | 99 | 65 | 164 | | |
| All Others | 1 | 0 | 1 | | |
| **SCHOOL COMMITTEE (3 yrs)** | | | | | |
| **Timothy H. T. Christenfeld** | **207** | **97** | **304** | | |
| Blanks | 49 | 34 | 83 | | |
| All Others | 4 | 0 | 4 | | |
| **BEMIS TRUSTEE (1 for 3 yrs)** | | | | | |
| **Sara A. Mattes** | **151** | **84** | **235** | | |
| **Stanley J. Solomon** | 101 | 38 | 139 | | |
| Blanks | 8 | 9 | 17 | | |
| All Others | 0 | 0 | 0 | | |
| **WATER COMMISSIONER (3 yrs)** | | | | | |
| **Patrick J. Lawler** | **213** | **92** | **305** | | |
| Blanks | 47 | 39 | 86 | | |
| All Others | 0 | 0 | 0 | | |
| **LINCOLN LIBRARY (3 yrs)** | | | | | |
| **Jennifer A. James** | **212** | **95** | **307** | | |
| Blanks | 47 | 36 | 83 | | |
| All Others | 1 | 0 | 1 | | |
| **1. DPW street sweeper capital exclusion** | | | | | |
| YES | **206** | **90** | **296** | | |
| NO | 31 | 23 | 54 | | |
| Blank | 23 | 18 | 41 | | |

| 2. MM HS construction Override | | | |
|---|---|---|---|
| YES | **128** | **46** | **174** |
| NO | 67 | 45 | 112 |
| Blank | 65 | 40 | 105 |
| **Ballots Cast** | **260** | **131** | **391** |

## STATE PRIMARY
## September 8, 2016

Pursuant to a Warrant duly served, the polls were declared open at 7:00 am by Town Clerk, Susan F. Brooks and Deputy Town Clerk, Valerie Fox. Deputy Wardens Agnes Wiggin and Alaric Naiman assisted throughout the day. The polls were declared closed at 8:00 pm. The results were as follows:

**STATE PRIMARY**
September 8, 2016
**REPUBLICAN**
OFFICIAL RETURNS - TOWN OF LINCOLN, MA

| Offices & Candidates | Pct #1 | Pct #2 | TOTAL |
|---|---|---|---|
| **Rep. in Congress** | | | |
| BLANK | 7 | 7 | 14 |
| WRITE-IN | 6 | 1 | 7 |
| **Councillor** | | | |
| BLANK | 8 | 8 | 16 |
| WRITE-IN | 5 | 0 | 5 |
| **State Senator** | | | |
| BLANK | 9 | 7 | 16 |
| WRITE-IN | 4 | 1 | 5 |
| **State Representative** | | | |
| BLANK | 9 | 7 | 16 |
| WRITE-IN | 4 | 1 | 5 |
| **Sheriff** | | | |
| BLANK | 3 | 4 | 7 |
| WRITE-IN | 3 | 1 | 4 |
| Angelo Lacivita | 7 | 3 | 10 |
| **Ballots Cast** | **13** | **8** | **21** |

**STATE PRIMARY**
September 8, 2016
**DEMOCRATIC**
OFFICIAL RETURNS - TOWN OF LINCOLN, MA

| Offices & Candidates | Pct #1 | Pct #2 | TOTAL |
|---|---|---|---|
| **Rep. in Congress** | | | |
| **Katherine M. Clark** | **249** | **120** | **369** |
| BLANK | 21 | 8 | 29 |
| WRITE-IN | 0 | 2 | 2 |
| **Councillor** | | | |
| Petitto Devaney | 35 | 9 | 44 |
| **Peter Georgiou** | **189** | **105** | **294** |
| Wm. Bishop Humphrey | 33 | 9 | 42 |
| BLANK | 13 | 7 | 20 |

| | | | |
|---|---|---|---|
| WRITE-IN | 0 | 0 | 0 |
| **State Senator** | | | |
| **Michael J. Barrett** | **237** | **113** | **350** |
| BLANK | 32 | 15 | 47 |
| WRITE-IN | 1 | 2 | 3 |
| **State Representative** | | | |
| Thomas M. Stanley | 230 | 100 | 330 |
| BLANK | 40 | 28 | 68 |
| WRITE-IN | 0 | 2 | 2 |
| **Sheriff** | | | |
| Peter J.Koutoujian | 229 | 104 | 333 |
| Barry S. Kelleher | 19 | 12 | 31 |
| BLANK | 22 | 14 | 36 |
| WRITE-IN | 0 | 0 | 0 |
| **Ballots Cast** | **270** | **130** | **400** |

**STATE PRIMARY**
September 8, 2016
**GREEN RAINBOW**
OFFICIAL RETURNS - TOWN OF LINCOLN, MA

| Offices & Candidates | Pct#1 Total | Pct#2 Total | TOTAL |
|---|---|---|---|
| **Rep. in Congress** | | | |
| BLANK | 0 | 0 | 0 |
| WRITE-IN | 0 | 0 | 0 |
| **Councillor** | | | |
| BLANK | 0 | 0 | 0 |
| WRITE-IN | 0 | 0 | 0 |
| **State Senator** | | | |
| BLANK | 0 | 0 | 0 |
| WRITE-IN | 0 | 0 | 0 |
| **State Representative** | | | |
| BLANK | 0 | 0 | 0 |
| WRITE-IN | 0 | 0 | 0 |
| **Sheriff** | | | |
| BLANK | 0 | 0 | 0 |
| WRITE-IN | 0 | 0 | 0 |
| **Ballots Cast** | 0 | 0 | 0 |

| September 8, 2016<br>**UNITED INDEPENDENT**<br>OFFICIAL RETURNS - TOWN OF LINCOLN, MA | | | |
|---|---|---|---|
| **Offices & Candidates** | **Pct #1** | **Pct #2** | **TOTAL** |
| **Rep. in Congress** | | | |
| BLANK | 1 | 0 | 1 |
| WRITE-IN | 0 | 0 | 0 |
| **Councillor** | | | |
| BLANK | 1 | 0 | 1 |
| WRITE-IN | 0 | 0 | 0 |
| **Senator Gen. Court** | | | |
| BLANK | 1 | 0 | 1 |
| WRITE-IN | 0 | 0 | 0 |
| **Rep. General Court** | | | |
| BLANK | 1 | 0 | 1 |
| WRITE-IN | 0 | 0 | 0 |
| **Sheriff** | | | |
| BLANK | 1 | 0 | 1 |
| WRITE-IN | 0 | 0 | 0 |
| **Ballots Cast** | 1 | 0 | 1 |

**SPECIAL TOWN ELECTION**
**MINUTEMAN REGIONAL SCHOOL DISTRICT**
**September 20, 2016**

Pursuant to a warrant duly served, the polls were declared open at 12:00 noon by Town Clerk, Susan F. Brooks, assisted by Deputy Town Clerk, Valerie Fox. The total number of votes cast was 335 out of 4621 registered voters. Results of the Lincoln vote and the entire district are reported below.

OFFICIAL RESULTS

1. Do you approve of the vote of the Regional District School Committee of the Minuteman Regional Vocational Technical School District on June 27, 2016, to authorize the borrowing of $144,922,478 to pay costs of constructing a new district school
which vote provides, in relevant part, as follows:

VOTED: That the Minuteman Regional Vocational Technical School District (the "District") hereby appropriates the amount of $144,922,478 for the purpose of paying costs of designing, constructing and originally equipping a new district school, to be located at 758 Marrett Road, Lexington, Massachusetts, and for the payment of all other costs incidental and related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee. To meet this appropriation the District is authorized to borrow said amount, under and pursuant to Chapter 71, Section 16(n) of the General Laws and the District Agreement, as amended, or pursuant to any other enabling authority. The District acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that the District may receive from the MSBA shall not exceed the lesser of (i) forty-four and three quarters percent (44.75%) of eligible, approved Project costs, as determined by the MSBA, and (ii) the total maximum grant amount determined by the MSBA, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA.

| | |
|---|---|
| **YES votes** | **294** |
| NO votes | 41 |
| Blanks | 0 |
| **TOTAL Votes Cast** | **335** |

9/21/2016 District Wide Voting Results 09-20-2016 V3

| | YES votes | % YES | NO votes | % NO | Total votes | Registered Voters | % turnout |
|---|---|---|---|---|---|---|---|
| Acton | 984 | 79% | 263 | 21% | 1250 | 14941 | 8% |
| Arlington | 2908 | 71% | 1197 | 29% | 4109 | 31295 | 13% |
| Belmont | 901 | 28% | 2327 | 72% | 3231 | 17458 | 19% |
| Bolton | 179 | 66% | 93 | 34% | 272 | 3716 | 7% |
| Boxborough | 308 | 90% | 36 | 10% | 344 | 3595 | 10% |
| Carlisle | 87 | 46% | 101 | 53% | 191 | 3903 | 5% |
| Concord | 971 | 90% | 108 | 10% | 1079 | 13053 | 8% |
| Dover | 220 | 59% | 155 | 41% | 375 | 4090 | 9% |
| Lancaster | 209 | 66% | 109 | 34% | 318 | 4983 | 6% |
| Lexington | 2472 | 87% | 357 | 13% | 2839 | 21614 | 13% |
| **Lincoln** | **294** | **88%** | **41** | **12%** | **335** | **4621** | **7%** |
| Needham | 1844 | 92% | 164 | 8% | 2008 | 20655 | 10% |
| Stow | 480 | 79% | 129 | 21% | 609 | 5066 | 12% |
| Sudbury | 103 | 45% | 127 | 55% | 230 | 12602 | 2% |
| Wayland | 78 | 48% | 83 | 52% | 161 | 9928 | 2% |
| Weston | 120 | 80% | 30 | 20% | 150 | 8213 | 2% |
| **OVERALL** | **12158** | **69%** | **5320** | **30%** | **17501** | **179733** | **10%** |

## PRESIDENTIAL ELECTION
## November 8, 2016

Pursuant to a Warrant duly served, the polls were declared open at 7:00 am by Town Clerk, Susan F. Brooks, and Deputy Town Clerk, Valerie Fox. Assistant Town Clerk, Susan Francis, and Deputy Wardens Eric Harris, Ruth Rothstein, Judy Fox and Agnes Wiggin assisted throughout the day. The polls were declared closed at 8:00 pm. The results were as follows:

**PRESIDENTIAL ELECTION**
November 8, 2016
OFFICIAL RESULTS - TOWN OF LINCOLN, MA

| | |
|---|---|
| **Ballots cast:** | **3957** |
| **Registered voters:** | **4808** |
| **Turnout:** | **82%** |

| Offices & Candidates | Pct #1 | Pct #2 | TOTAL |
|---|---|---|---|
| **PRESIDENT & VP** | | | |
| **CLINTON & KAINE** | **1873** | **1123** | **2996** |
| JOHNSON & WELD | 98 | 80 | 178 |
| STEIN & BARAKA | 24 | 25 | 49 |
| TRUMP & PENCE | 334 | 291 | 625 |
| BLANK | 20 | 16 | 36 |
| Feegbeh & O'Brien | 0 | 0 | 0 |
| Kotlikoff & Leamer | 0 | 0 | 0 |
| Moorhead & Lilly | 0 | 0 | 0 |
| Schoenke & Mitchel | 0 | 0 | 0 |
| McMullin & Johnson | 1 | 7 | 8 |
| All Others | 43 | 22 | 65 |
| **REP IN CONGRESS** | | | |
| **KATHERINE CLARK** | **1893** | **1208** | **3101** |
| BLANK | 476 | 325 | 801 |
| WRITE IN | 24 | 31 | 55 |
| **COUNCILLOR** | | | |
| **MARILYN DEVANEY** | **1721** | **1101** | **2822** |
| BLANK | 649 | 440 | 1089 |
| WRITE IN | 23 | 23 | 46 |
| **SEN. GEN. COURT** | | | |
| **BARRETT** | **1762** | **1131** | **2893** |
| BLANK | 609 | 415 | 1024 |
| WRITE IN | 22 | 18 | 40 |
| **REP. GEN. COURT** | | | |
| **THOMAS M. STANLEY** | **1363** | **809** | **2172** |
| GALLAGHER TULLY | 657 | 545 | 1202 |
| BLANK | 368 | 208 | 576 |
| WRITE IN | 5 | 2 | 7 |

| | | | |
|---|---|---|---|
| **SHERIFF** | | | |
| **PETER J. KOUTOUJIAN** | **1776** | **1129** | **2905** |
| BLANK | 604 | 417 | 1021 |
| WRITE IN | 13 | 18 | 31 |
| **QUESTION 1 (slot casino)** | | | |
| YES | 403 | 347 | 750 |
| **NO** | **1876** | **1158** | **3034** |
| BLANK | 114 | 59 | 173 |
| **QUESTION 2 (Charter schools)** | | | |
| **YES** | **1219** | **825** | **2044** |
| NO | 1109 | 699 | 1808 |
| BLANK | 65 | 40 | 105 |
| **QUESTION 3 (animal rights)** | | | |
| **YES** | **1895** | **1220** | **3115** |
| NO | 446 | 308 | 754 |
| BLANK | 52 | 36 | 88 |
| **QUESTION 4 (marijuana)** | | | |
| **YES** | **1227** | **861** | **2088** |
| NO | 1125 | 674 | 1799 |
| BLANK | 41 | 29 | 70 |
| **Total Votes Cast** | **2393** | **1564** | **3957** |

# FINANCE

## Finance Director/Town Accountant

## Colleen Wilkins

Town of Lincoln, Massachusetts
Combined Balance Sheet - All Fund Types and Account Groups
June 30, 2016

| | Governmental Fund Types | | | Proprietary Fund Type | Fiduciary Fund Type | General | General | |
|---|---|---|---|---|---|---|---|---|
| | General | Special Revenue | Capital Projects | Enterprise | Trust & Agency | Long Term Debt Group | Fixed Asset Account Group | Totals (Memo Only) |
| **Assets** | | | | | | | | |
| Cash/Investments | 12,936,254.00 | 10,336,557.27 | 22,318.57 | $1,728,405.16 | $7,937,095.95 | | | 32,960,631 |
| Petty Cash | 900 | $945 | | | | | | 1,845 |
| Receivables: | | | | | | | | - |
| Property Taxes | 705,322 | (21,868) | | | | | | 683,455 |
| Allowance for Abatements and Exemptions | (450,225) | | | | | | | (450,225) |
| Excises | 149,370 | | | | | | | 149,370 |
| Tax Liens | 309 | 0 | | 657 | | | | 966 |
| Tax Possession | 31,150 | | | | | | | 31,150 |
| Departmental Receivables | 260 | 29,576 | | | | | | 29,836 |
| Subdivision Bond -40 Deerhaven | 25,000 | | | | | | | 25,000 |
| User Charges, Net of Allowance | | | | 31,992 | | | | 31,992 |
| for Uncollectible | | | | | | | | - |
| Due from Other Governments | | 1,702,399 | | | | | | 1,702,399 |
| Fixed Assets, Net of Depreciation | | | 0 | 11,937,079 | | | 87,236,604 | 99,173,683 |
| Land | | | | 750,000 | | | | 750,000 |
| Accum Depr Plant | | | | (4,769,262) | | | | (4,769,262) |
| Machinery & Equip | | | | (184,165) | | | | (184,165) |
| Accum Depr Machinery & Equip | | | | | | | (24,742,393) | (24,742,393) |
| Amount to be Provided for Payment of Bonds | | | | | | 8,565,000 | | 8,565,000 |
| Total Assets | $13,398,340 | $12,047,610 | $22,319 | $9,494,706 | $7,937,096 | $8,565,000 | $62,494,211 | $113,959,282 |

| Liabilities and Fund Equity | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Liabilities: | | | | | | | | |
| Warrants Payable | 270,803 | $335,887 | $0 | $18,712 | $32,022 | | | 657,424 |
| Accrued Payroll | $968,723 | 846,407 | | 19,539 | 2,674 | | | 1,837,343 |
| Withholding Payable | 436,083 | | | | | | | 436,083 |
| Unclaimed Items | 20,910 | 73 | | | | | | 20,983 |
| Due to Proprietary Funds | 64 | | | | | | | 64 |
| Due to Other Governments | - | | | | | | | - |
| Bonds Payable | | | | 1,690,000 | | 8,565,000 | | 10,255,000 |
| BANS | | | $0 | | | | | - |
| Guarantee Deposits | 25,000 | | | | 0 | | | 25,000 |
| Other Liabilities (IBNR, Agency Accts) | | | | | 191,088 | | | 191,088 |
| Deferred Revenue: | | 0 | | 31,992 | | | | 31,992 |
| Def Rev Intergovernmental | | 1,702,399 | | | | | | 1,702,399 |
| Property Taxes | (159,378) | (21,868) | | | | | | (181,245) |
| Property Tax Accruals | | | | | | | | - |
| Excises | 149,371 | | | | | | | 149,371 |
| Tax Possessions | 31,150 | | | | | | | 31,150 |
| Tax Liens | 309 | 0 | | 657 | | | | 966 |
| Dept Receivables | 260 | 29,576 | | | | | | 29,836 |
| Def taxes | 349,805 | | | | | | | 349,805 |
| Total Liabilities | 2,093,101 | 2,892,475 | 0 | 1,760,900 | 225,784 | 8,565,000 | 0 | 15,537,260 |
| Fund Equity: | | | | | | | | |
| Invested in Capital Assets, Net | | | | 6,043,652 | | | 62,494,211 | 68,537,863 |
| Retained Earnings: | | | | | | | | 0 |
| Reserved for Encumbrances | | | | | | | | 0 |
| Unreserved Retained Earnings | | | | 1,354,927 | | | | 1,354,927 |
| Fund Balances: | | | | | | | | 0 |
| Reserved for Endowments | | | | | 1,070,520 | | | 1,070,520 |
| Reserved for Encumbrances | 2,038,646 | 727,510 | | 225,628 | 1,678 | | | 2,993,461 |
| Reserved for Expenditure | 3,611,500 | 831,582 | 0 | 109,600 | | | | 4,552,682 |
| Reserved for Snow & Ice | | | | | | | | 0 |
| Reserved for CPA purposes | | 167,632 | | | | | | 167,632 |
| Reserved for Debt Service | 11,442 | | | | | | | 11,442 |
| Unreserved Fund Balance: | | | | | | | | 0 |
| Designated | | 0 | 2,513 | | 0 | | | 2,513 |
| Undesignated | 5,643,651 | 7,428,411 | 19,806 | | 6,639,114 | | | 19,730,982 |
| Total Fund Equity | 11,305,239 | 9,155,135 | 22,319 | 7,733,806 | 7,711,312 | 0 | 62,494,211 | 98,422,022 |
| Total Liabilities and Fund Equity | $13,398,340 | $12,047,610 | $22,319 | $9,494,706 | $7,937,096 | $8,565,000 | $62,494,211 | $113,959,282 |

# COLLECTOR'S REPORT
## Krystal Elder, Collector
## Cash Balances as of June 30, 1016

| Description | Balance 6/30/2015 | Commitments / New Charges | Abatements / Credits | Payments Received | Balance 6/30/2016 |
|---|---|---|---|---|---|
| **REAL ESTATE TAXES** | | | | | |
| Tax Title Accounts | 1,220.30 | | | 911.58 | 308.72 |
| Taxes in Deferral | 297,981.33 | 54,824.02 | 2,000.00 | 999.99 | 349,805.36 |
| 2013 Real Estate | 10,834.65 | | | 3,757.06 | 7,077.59 |
| 2014 Real Estate | 52,994.61 | | | 35,756.57 | 17,238.04 |
| 2015 Real Estate | 315,738.03 | | | 233,050.88 | 82,687.15 |
| 2016 Real Estate | - | 27,287,925.55 | 38,260.43 | 27,010,891.11 | 238,774.01 |
| Real Estate Possession | 31,150.00 | | | | 31,150.00 |
| **TOTAL REAL ESTATE** | **$ 561,798.14** | **$ 27,342,749.57** | **$ 40,260.43** | **$ 27,285,367.19** | **$ 727,040.87** |
| **PERSONAL PROPERTY TAXES** | | | | | |
| 2000 Personal Property | 866.20 | | | | 866.20 |
| 2001 Personal Property | 1,047.69 | | | | 1,047.69 |
| 2002 Personal Property | 1,103.59 | | | | 1,103.59 |
| 2003 Personal Property | 372.58 | | | | 372.58 |
| 2004 Personal Property | 2,010.04 | | | | 2,010.04 |
| 2005 Personal Property | 1,618.64 | | | | 1,618.64 |
| 2007 Personal Property | 398.81 | | | | 398.81 |
| 2008 Personal Property | 179.75 | | | | 179.75 |
| 2009 Personal Property | 41.84 | | | 18.03 | 23.81 |
| 2011 Personal Property | 2.65 | | | (0.99) | 3.64 |
| 2012 Personal Property | 646.51 | | | 40.11 | 606.40 |
| 2013 Personal Property | 948.68 | | | 290.29 | 658.39 |
| 2014 Personal Property | 606.40 | | | 606.40 | - |
| 2015 Personal Property | 2.79 | | | | 2.79 |
| 2016 Personal Property | | 626,136.09 | | 625,288.17 | 847.92 |
| **TOTAL PERSONAL PROPERTY** | **$ 9,846.17** | **$ -** | **$ -** | **$ 626,242.01** | **$ 9,740.25** |
| **MOTOR VEHICLE AND TRAILER EXCISE** | | | | | |
| 2008 Excise | 4,163.03 | | | 5.21 | 4,157.82 |
| 2009 Excise | 4,185.23 | | | 61.25 | 4,123.98 |
| 2010 Excise | 4,406.36 | | 96.77 | 20.63 | 4,288.96 |
| 2011 Excise | 5,222.99 | | 237.92 | 389.11 | 4,595.96 |
| 2012 Excise | 8,358.17 | | 343.33 | 1,023.68 | 6,991.16 |
| 2013 Excise | 13,153.29 | | 2,144.17 | 4,460.18 | 6,548.94 |
| 2014 Excise | 88,619.01 | 52,341.35 | 13,797.07 | 117,929.07 | 9,234.22 |
| 2015 Excise | 80,086.42 | 979,866.03 | 54,197.09 | 990,282.53 | 15,472.83 |
| 2016 Excise | - | 989,436.70 | 28,599.93 | 866,880.71 | 93,956.06 |
| **TOTAL EXCISE** | **$ 208,194.50** | **$ 1,032,207.38** | **$ 99,416.28** | **$ 1,981,052.37** | **$ 149,369.93** |
| **WATER USAGE CHARGES** | | | | | |
| Total Water Commitments | 44,117.99 | 1,291,925.75 | 13,162.65 | 1,291,107.02 | 31,774.07 |
| Water Liens Added to Tax | 1,174.98 | 21,381.06 | | 21,898.97 | 657.07 |
| Water Liens Added to Tax Title | - | | | | - |
| **TOTAL WATER** | **$ 90,204.69** | **$ 1,313,306.81** | **$ 13,162.65** | **$ 1,313,005.99** | **$ 32,431.14** |
| **COMMUNITY PRESERVATION ACT** | | | | | |
| 2013 CPA | 260.41 | | | 70.63 | 189.78 |
| 2014 CPA | 1,042.03 | | | 910.02 | 132.01 |
| 2015 CPA | 3,305.50 | | | 1,536.13 | 1,769.37 |
| 2016 CPA | | 732,913.89 | 1,077.64 | 755,795.00 | (23,958.75) |
| Tax Title CPA | (415.30) | | | (415.30) | - |
| **TOTAL CPA** | **$ 4,192.64** | **$ 732,913.89** | **$ 1,077.64** | **$ 757,896.48** | **$ (21,867.59)** |
| **GRAND TOTALS:** | **$ 874,236.14** | **$ 30,421,177.65** | **$ 153,917.00** | **$ 31,963,564.04** | **$ 896,714.60** |

| **MISC. OTHER COLLECTIONS** | **Receipts** |
|---|---|
| Interest on R.E. Taxes | $ 82,413.31 |
| Interest on P.P. Taxes | 578.05 |
| Interest on Mot. Veh. Excise | 4,719.90 |
| Interest on CPA Surcharge | 2,093.48 |
| Late Charge on Water | 1,430.00 |
| Interest on Water | 6,331.66 |
| Demand & Warrant Fees | 7,630.00 |
| License Marking Fees | 2,300.00 |
| Municipal Lien Cert. Fees | |
| **TOTAL** | **$ 107,496.40** |

## FINANCE
## TREASURER'S REPORT
## KRYSTAL ELDER, TOWN TREASURER
## CASH BALANCES AS OF JUNE 30, 2016

| General Town Funds | Cash on Deposit |
|---|---|
| Citizen's Bank | |
| Depository Account | 2,294,149.44 |
| Vendor Account | 800.46 |
| Payroll Account | 267.93 |
| Hanscom Account | 705,888.46 |
| Justice Drug Fund | 626.69 |
| State Drug Fund | 1,736.14 |
| Recreation Revolving Account | 13,684.03 |
| Student Activity Agency Funds | 72,781.76 |
| Escrow Account | 95,078.50 |
| Community Preservation Act Fund | 1,139,976.34 |
| Cultural Council | 7,041.80 |
| Century Bank | |
| Money Market | 540,891.90 |
| Invoice Cloud | 495,969.64 |
| Conservation | 20,651.47 |
| UniBank | |
| Remote Capture | 2,957,701.38 |
| Online Collections | 1,196,693.08 |
| ACH Transfers | 1,264,514.11 |
| Stabilization | 3,221,096.38 |
| Certificate of Deposit | 1,014,765.74 |
| School Unipay | 19,393.58 |
| Rockland Trust | |
| Depository Account | 513,244.90 |
| School Lunch Revolving Fund | 53,934.08 |
| Police Narcotics Fund | 1,292.78 |
| Commonwealth Financial | |
| Library Funds | 717.05 |
| State Retiree Benefits Trust Fund | |
| OPEB | 4,522,976.00 |
| Rollstone Bank | |
| Repurchase Agreement | 22,469.43 |
| Mass. Municipal Depository Trust (pooled investment) | |
| General Town Account | 172,497.19 |
| Community Preservation Act Fund | 813,820.29 |
| Affordable Housing | 1,622,235.69 |
| Belmont Savings Bank | |
| Depository Account | 4,244,689.06 |
| Hanscom Account | 4,469,393.96 |
| Petty Cash (located in various offices) | 1,845.00 |
| **General Town Funds - Total** | **$31,502,824.26** |

| Trust Funds | Market Value |
|---|---|
| Commonwealth Financial Network | |
| Various Investments | |
| Cash/Cash Equivalents | (95,444.09) |
| Equities | 918,471.20 |
| Fixed Income | 636,624.34 |
| **Trust Funds - Totals** | **$1,459,651.45** |

| | |
|---|---|
| **TOTAL CASH BALANCE (06/30/16)** | **$32,962,475.71** |
| **(General Town Funds Total + Trust Funds Total)** | |

## STATEMENT OF OUTSTANDING DEBT
## AS OF JUNE 30, 2016

General Obligation Bond (3.190372%) - For Affordable Housing
Issued June 15, 2008 under Ch. 44 Section 7 (3 & 3A) and Ch. 44B Section 11 and as amended and voted at annual town meeting on April 2, 2005

**OUTSTANDING PRINCIPAL** **$80,000.00**

**REMAINING REPAYMENT SCHEDULE**

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|---|---|---|
| 12/15/2016 | | 1,400.00 |
| 6/15/2017 | 40,000.00 | 1,400.00 |
| 12/15/2017 | | 700.00 |
| 6/15/2018 | 40,000.00 | 700.00 |
| TOTAL | 80,000.00 | 4,200.00 |

General Obligation Bond (3.190372%) - For Land Acquisition
Issued June 15, 2008 under Ch. 44 Section 7(3) and Ch. 44B Section 11 and voted at annual town meeting on April 2, 2005

**OUTSTANDING PRINCIPAL** **$60,000.00**

**REMAINING REPAYMENT SCHEDULE**

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|---|---|---|
| 12/15/2016 | | 1,050.00 |
| 6/15/2017 | 30,000.00 | 1,050.00 |
| 12/15/2017 | | 525.00 |
| 6/15/2018 | 30,000.00 | 525.00 |
| TOTAL | 60,000.00 | 3,150.00 |

General Obligation Bond (3.190372%) - For Library Roof Replacement
Issued June 15, 2008 under Ch. 44 Section 7 (3A) and Ch. 44 B Section 11 and as amended and voted at annual town meeting on April 2, 2005

**OUTSTANDING PRINCIPAL** **$40,000.00**

**REMAINING REPAYMENT SCHEDULE**

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|---|---|---|
| 12/15/2016 | | 700.00 |
| 6/15/2017 | 20,000.00 | 700.00 |
| 12/15/2017 | | 350.00 |
| 6/15/2018 | 20,000.00 | 350.00 |
| TOTAL | 40,000.00 | 2,100.00 |

General Obligation Bond (3.190372%) - For purchase of a Firetruck
Issued June 15, 2008 under Ch. 44 Section 7(9) and as amended and voted at annual town meeting on March 24, 2007

**OUTSTANDING PRINCIPAL** **$90,000.00**

**REMAINING REPAYMENT SCHEDULE**

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|---|---|---|
| 12/15/2016 | | 1,575.00 |
| 6/15/2017 | 45,000.00 | 1,575.00 |
| 12/15/2017 | | 787.50 |
| 6/15/2018 | 45,000.00 | 787.50 |
| TOTAL | 90,000.00 | 4,725.00 |

General Obligation Bond (3.190372%) - For purchase of a Firetruck
Issued June 15, 2008 under Ch. 44 Section 7(9) and as amended and voted at annual town meeting on March 24, 2007

**OUTSTANDING PRINCIPAL** **$40,000.00**

**REMAINING REPAYMENT SCHEDULE**

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|---|---|---|
| 12/15/2016 | | 700.00 |
| 6/15/2017 | 20,000.00 | 700.00 |
| 12/15/2017 | | 350.00 |
| 6/15/2018 | 20,000.00 | 350.00 |
| TOTAL | 40,000.00 | 2,100.00 |

General Obligation Bond (2.206555%) - For road improvements
Issued May 1, 2010 under Ch. 44 Section 7(5) and as amended and voted at annual town meeting on March 29, 20008 and March 31, 2008 Article 21, Question 1

**OUTSTANDING PRINCIPAL** **$1,930,000.00**

REMAINING REPAYMENT SCHEDULE

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|---|---|---|
| 11/1/2016 | | 28,950.00 |
| 5/1/2017 | 595,000.00 | 28,950.00 |
| 11/1/2017 | | 20,025.00 |
| 5/1/2018 | 595,000.00 | 20,025.00 |
| 11/1/2018 | | 11,100.00 |
| 5/1/2019 | 590,000.00 | 11,100.00 |
| 11/1/2019 | | 2,250.00 |
| 5/1/2020 | 150,000.00 | 2,250.00 |
| TOTAL | 1,930,000.00 | 124,650.00 |

General Obligation Bond (2.0497%)- For Land Acquisition
Dated May 10, 2011 under GL Ch 44 Section 7(3) and a vote
of the Town passed on March 27, 2010 (Article 11) and March 29, 2010 (Question 1)

**OUTSTANDING PRINCIPAL $390,000.00**

REMAINING REPAYMENT SCHEDULE

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|---|---|---|
| 11/1/2016 | | 6,037.50 |
| 5/1/2017 | 80,000.00 | 6,037.50 |
| 11/1/2017 | | 4,837.50 |
| 5/1/2018 | 80,000.00 | 4,837.50 |
| 11/1/2018 | | 3,637.50 |
| 5/1/2019 | 80,000.00 | 3,637.50 |
| 11/1/2019 | | 2,437.50 |
| 5/1/2020 | 75,000.00 | 2,437.50 |
| 11/1/2020 | | 1,218.75 |
| 5/1/2021 | 75,000.00 | 1,218.75 |
| TOTAL | 390,000.00 | 36,337.50 |

General Obligation Bond (1.710%)- For Computer Hardware and Software
Dated May 10, 2011 under GL Ch 44 Section 7(28) and 7(29) and a vote
of the Town passed on March 27, 2010 (Article 11) and March 29, 2010 (Question 1)

**OUTSTANDING PRINCIPAL $200,000.00**

REMAINING REPAYMENT SCHEDULE

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|---|---|---|
| 11/1/2016 | | 3,062.50 |
| 5/1/2017 | 50,000.00 | 3,062.50 |
| 11/1/2017 | | 2,312.50 |
| 5/1/2018 | 50,000.00 | 2,312.50 |
| 11/1/2018 | | 1,562.50 |
| 5/1/2019 | 50,000.00 | 1,562.50 |
| 11/1/2019 | | 812.50 |
| 5/1/2020 | 50,000.00 | 812.50 |
| TOTAL | 200,000.00 | 15,500.00 |

General Obligation Bond (3.886%)- For Town Hall Remodeling
Dated May 10, 2011 under GL Ch 44 Section 7(3A) and a vote
of the Town passed on March 26, 2011 (Article 9) and March 28, 2011 (Question 1)

**OUTSTANDING PRINCIPAL $5,185,000.00**

REMAINING REPAYMENT SCHEDULE

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|---|---|---|
| 11/1/2016 | | 97,587.50 |
| 5/1/2017 | 210,000.00 | 97,587.50 |
| 11/1/2017 | | 94,437.50 |
| 5/1/2018 | 210,000.00 | 94,437.50 |
| 11/1/2018 | | 91,287.50 |
| 5/1/2019 | 210,000.00 | 91,287.50 |
| 11/1/2019 | | 88,137.50 |
| 5/1/2020 | 210,000.00 | 88,137.50 |
| 11/1/2020 | | 84,725.00 |
| 5/1/2021 | 210,000.00 | 84,725.00 |
| 11/1/2021 | | 81,312.50 |
| 5/1/2022 | 210,000.00 | 81,312.50 |
| 11/1/2022 | | 78,162.50 |
| 5/1/2023 | 210,000.00 | 78,162.50 |
| 11/1/2023 | | 75,012.50 |
| 5/1/2024 | 210,000.00 | 75,012.50 |
| 11/1/2024 | | 71,600.00 |
| 5/1/2025 | 210,000.00 | 71,600.00 |
| 11/1/2025 | | 67,925.00 |
| 5/1/2026 | 210,000.00 | 67,925.00 |
| 11/1/2026 | | 64,250.00 |
| 5/1/2027 | 210,000.00 | 64,250.00 |
| 11/1/2027 | | 60,312.50 |
| 5/1/2028 | 210,000.00 | 60,312.50 |
| 11/1/2028 | | 56,375.00 |
| 5/1/2029 | 205,000.00 | 56,375.00 |
| 11/1/2029 | | 52,275.00 |
| 5/1/2030 | 205,000.00 | 52,275.00 |
| 11/1/2030 | | 48,175.00 |
| 5/1/2031 | 205,000.00 | 48,175.00 |
| 11/1/2031 | | 44,075.00 |
| 5/1/2032 | 205,000.00 | 44,075.00 |
| 11/1/2032 | | 39,975.00 |
| 5/1/2033 | 205,000.00 | 39,975.00 |
| 11/1/2033 | | 35,618.75 |
| 5/1/2034 | 205,000.00 | 35,618.75 |

General Obligation Bond (3.886%)- For Town Hall Remodeling
Dated May 10, 2011 under GL Ch 44 Section 7(3A) and a vote
of the Town passed on March 26, 2011 (Article 9) and March 28, 2011 (Question 1)

**REMAINING REPAYMENT SCHEDULE (continued)**

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|---|---|---|
| 11/1/2034 | | 31,262.50 |
| 5/1/2035 | 205,000.00 | 31,262.50 |
| 11/1/2035 | | 26,906.25 |
| 5/1/2036 | 205,000.00 | 26,906.25 |
| 11/1/2036 | | 22,421.88 |
| 5/1/2037 | 205,000.00 | 22,421.88 |
| 11/1/2037 | | 17,937.50 |
| 5/1/2038 | 205,000.00 | 17,937.50 |
| 11/1/2038 | | 13,453.13 |
| 5/1/2039 | 205,000.00 | 13,453.13 |
| 11/1/2039 | | 8,968.75 |
| 5/1/2040 | 205,000.00 | 8,968.75 |
| 11/1/2040 | | 4,484.38 |
| 5/1/2041 | 205,000.00 | 4,484.38 |
| **TOTAL** | 5,185,000.00 | 2,713,356.28 |

General Obligation Bond (2.00%)- Feasibility Study
Dated May 8, 2014 under GL Ch 70B and a vote
of the Town passed on March 27, 2010 (Article 13)

**OUTSTANDING PRINCIPAL** **$40,000.00**

**REMAINING REPAYMENT SCHEDULE**

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|---|---|---|
| 11/1/2016 | | 400.00 |
| 5/1/2017 | 40,000.00 | 400.00 |
| **TOTAL** | 40,000.00 | 800.00 |

General Obligation Bond (2.000%)- Library Fire Suppression System (IE)
Dated May 8, 2014 under GL Ch 44, Section 7(3A) and a vote
of the Town passed on March 23, 2013 (Article 11)

**OUTSTANDING PRINCIPAL** **$685,000.00**

**REMAINING REPAYMENT SCHEDULE**

| DUE DATE | PRINCIPAL DUE | INTEREST DUE |
|---|---|---|
| 11/1/2015 | | 6,850.00 |
| 5/1/2016 | 175,000.00 | 6,850.00 |
| 11/1/2016 | | 5,100.00 |
| 5/1/2017 | 170,000.00 | 5,100.00 |
| 11/1/2017 | | 3,400.00 |
| 5/1/2018 | 170,000.00 | 3,400.00 |
| 11/1/2018 | | 1,700.00 |
| 5/1/2019 | 170,000.00 | 1,700.00 |
| **TOTAL** | 685,000.00 | 34,100.00 |

## COMMISSIONER OF TRUST FUNDS

Doug Harding
Paul Fitzgerald
Krystal Elder, Treasurer
Donald Collins, Chair

Investment returns for the Town's accounts were modestly positive for the fiscal year ending 6/30/2016.

It was a difficult period for equity investments as most market indices had negative returns. International stocks declined 10.2% as measured by the MSCI EAFE index and Emerging Market stocks returned a negative 12.1%. US equities fared somewhat better. Large cap domestic equites as measured by the S&P 500 returned 4.0% although small domestic equities fell 6.7% as measured by the R2000 index. Generally, the best performing sectors of the equity market were stocks that benefit from low interest rates such as Utilities and REITS (Real Estate Investment Trusts).

Bond markets delivered positive returns as interest rates declined to historic lows. The Barclays 7-10 Year US Treasury index had a total return of 7.6% and the Barclays Global Government Bond Index returned 7.4%.

After a number of years of strong investment returns, as the financial markets recovered from the impact of the Great Recession, the global equity markets essential took a breather last year. The prolonged impact of modest economic growth, low interest rates, a strong US dollar and the collapse in oil prices finally took its toll on corporate earnings which in aggregate declined over this period. With equities markets highly valued relative to historic norms it is not surprising to see a period of lackluster returns.

Recently equity markets, particularly in the US, have rallied and the current fiscal year is off to a strong start. A number of surprising political developments along with a modest pick-up in the pace of economic growth have markets looking more optimistically at the prospect for corporate earnings growth. This view was reinforced by the actions of the Federal Reserve who raised rates towards the end of 2016. Despite the prospects for a pick-up in growth equity valuations are still not cheap by historic measures and it remains to be seen now the recent changes to the political landscape will play out over the longer term.

## TRUST FUND COMMISSIONER'S REPORT FY2016

| | 6/30/2015 BALANCE | REVENUE | EXPENSES | 6/30/2016 BALANCE | PRINCIPAL* |
|---|---|---|---|---|---|
| **Library Funds** | | | | | |
| Abbie J. Stearns Fund | 3,548.09 | 85.60 | | $ 3,633.69 | 1,500.00 |
| Alice D. Hart & Olive B. Floyd Fund | 1,744.02 | 42.09 | | $ 1,786.11 | 1,000.00 |
| C. Edgar & Elizabeth S. Wheeler Fund | 2,276.91 | 54.95 | | $ 2,331.86 | 1,000.00 |
| Codman Fund | 1,786.21 | 43.13 | | $ 1,829.34 | 1,000.00 |
| Dorothy Moore Fund | 11,598.56 | 279.88 | | $ 11,878.44 | 5,000.00 |
| Edith Winter Sperber Fund | 0.01 | | | $ 0.01 | - |
| George C. & Eleanor F. Tarbell Fund | 18,794.18 | 453.51 | | $ 19,247.69 | 11,875.62 |
| George G. Tarbell Fund | 9,202.72 | 222.06 | | $ 9,424.78 | 4,000.00 |
| George Russell Fund | 1,949.91 | 47.06 | | $ 1,996.97 | 1,000.00 |
| Gleason Fund | 33,570.26 | 1,021.03 | (211.00) | $ 34,380.29 | 30,000.00 |
| Herschbach Fund | 10,470.87 | 252.64 | | $ 10,723.51 | 5,025.00 |
| John H. Pierce Fund | 1,363.07 | 32.89 | | $ 1,395.96 | 1,000.00 |
| John W. & Eleanor Tarbell Carman Fund | 61,721.44 | 1,442.53 | (1,223.57) | $ 61,940.40 | 30,652.50 |
| Joseph & Henri-Ann Sussman Fund | 16,237.56 | 391.80 | | $ 16,629.36 | 9,400.00 |
| Katherine S. Bolt Fund | 3.51 | 0.10 | | 3.61 | - |
| Lincoln Library Fund | 1,673.13 | 40.36 | | $ 1,713.49 | 1,000.00 |
| Lucretia J. Hoover Fund | 4,175.78 | 100.76 | | $ 4,276.54 | 2,206.26 |
| Mary Jane & Murray P. Farnsworth Fund | 1,611.67 | 38.90 | | $ 1,650.57 | 1,000.00 |
| Virginia S. Dillman Fund | 9,650.98 | 232.85 | | $ 9,883.83 | 5,000.00 |
| West Abrashkin Fund | 1,770.75 | 42.73 | | $ 1,813.48 | 1,000.00 |
| **Library Funds - TOTAL** | **$ 193,149.63** | **$ 4,824.87** | **$ (1,434.57)** | **$ 196,539.93** | **$ 112,659.38** |
| **Miscellaneous Funds** | | | | | |
| Abbie J. Stearns Fund for the Silent Poor | 4,444.12 | 107.25 | | $ 4,551.37 | 1,225.05 |
| Alfred Callahan Fund | 4,456.76 | 195.75 | (100.00) | $ 4,552.51 | 3,015.93 |
| Bemis Lecture Fund | 30,020.49 | 1,886.09 | (1,160.53) | 30,746.05 | 27,923.72 |
| Betty Bjork Prof Dev Fund | 29,606.54 | 714.40 | | $ 30,320.94 | 22,240.00 |
| Christine Patterson Fund | 17,343.74 | 418.48 | | $ 17,762.22 | 11,425.05 |
| Codman Scholarship Fund | 243,951.21 | 67,146.51 | (22,500.00) | $ 288,597.72 | 262,500.00 |
| DeCordova School Equipment Fund | 46,955.45 | 4,584.54 | (3,451.53) | $ 48,088.46 | 44,621.41 |
| Donald Gordon Recreation Fund | 16,254.67 | 392.24 | | $ 16,646.91 | 5,256.07 |
| Jane Hamilton Poor Scholarship Fund | 10,038.52 | 242.24 | | $ 10,280.76 | 1,235.00 |
| John H. Pierce Legacy Fund | 179,842.57 | 7,422.16 | (7,023.37) | $ 180,241.36 | 115,000.00 |
| John Todd Fund | 47,994.73 | 959.92 | (6,805.03) | $ 42,149.62 | 30,000.00 |
| Joseph Brooks Grammar School Fund | 2,295.31 | 55.39 | | $ 2,350.70 | 1,217.27 |
| Lawrence H. Green Fund | 5,770.33 | 139.22 | | $ 5,909.55 | 1,307.65 |
| Lincoln Scholarship Fund | 317,954.47 | 19,062.54 | (15,092.24) | $ 321,924.77 | 218,273.50 |
| Norman Hapgood Fund | 437.64 | 10.58 | | $ 448.22 | 286.17 |
| Tricentennial Fund | 10,310.12 | 248.75 | | $ 10,558.87 | 6,912.15 |
| **Miscellaneous Funds - TOTAL** | **$ 967,676.67** | **$ 103,586.06** | **$ (56,132.70)** | **$ 1,015,130.03** | **$ 752,438.97** |
| **Special Funds** | | | | | |
| Cemetery Perpetual Care Fund | $ 314,200.62 | 17,781.48 | (84,000.00) | 247,982.10 | 195,062.95 |
| **Special Funds - TOTAL** | **345,616.49** | **17,781.48** | **(84,000.00)** | **247,982.10** | **195,062.95** |
| **All Funds - TOTAL** | **$ 1,506,442.79** | **$ 126,192.41** | **$ (141,567.27)** | **$ 1,459,652.06** | **$ 1,060,161.30** |

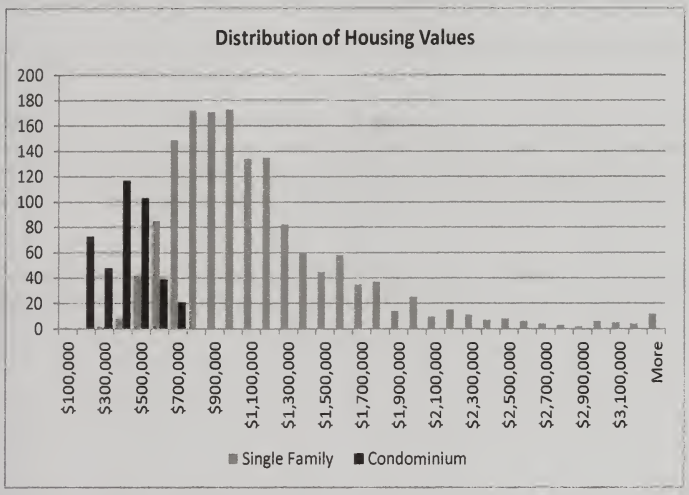
*NOTE: Principal represents the portion of the Fund Balance which cannot be spent.

## BOARD OF ASSESSORS

Ellen Meadors, Chair
Edward Morgan, Member
John G. Robinson, Member

**Staff** – Our full time staff person is Dorothy Blakeley. To provide additional assessing services we contract with Regional Resources Group, Inc. George Bourgault, an employee of RRG is in the office two days a week (usually Tuesday and Thursday) and Harald Scheid, President of RRG, is in the office one morning a week (usually Monday).

**Housing Values** – Sales in calendar year 2015 (the basis for the FY 2017 values) showed that prices increased about 3-4 percent on average from the previous year. Assessments were based on 40 single-family home sales and 23 condominium sales. The average value of a single-family home for fiscal year 2017 was $1,108,423 resulting in an average tax bill of $15,600 including the CPA tax. Single-family home values ranged from $69,900 to $6,512,200 with the median at $972,200. The average value of a condominium was $362,599. Condominium values ranged from $112,500 to $699,000 with the median at $373,300.




**Abatements** – For fiscal year 2017, 9 abatement applications were filed. Each property was measured and inspected, and then compared with similar properties that sold in 2015. 3 abatements were granted, 2 were denied and 4 were deemed denied pending additional information. Abatement decisions may be appealed to the Appellate Tax Board. In fiscal year 2017 there have not yet been any appeals filed with the ATB. Taxpayers who feel their assessment is too high are encouraged to file an abatement with the Assessor's office within one month of getting their fall tax bill.

**Split Tax Rate** – The Selectmen approved a split tax rate that increases the proportion of taxes paid by the owners of commercial properties. For fiscal year 2017, the tax rate was set at $13.70 per $1,000 for residential property and at $18.05 per $1,000 for commercial property.

**Top Ten Taxpayers**

| Assessment | Name | Location |
|---|---|---|
| $71,275,000 | THE COMMONS IN LINCOLN * | 1 HARVEST CIRCLE |
| $16,685,600 | LINCOLN NORTH ** | 55 OLD BEDFORD RD |
| $9,965,400 | PRIVATE CITIZEN | |
| $8,373,700 | PRIVATE CITIZEN | |
| $7,229,800 | LINCOLN WOODS | 145 LINCOLN RD |
| $6,156,600 | LINCOLN RIDGE ESTATES | RIDGE RD AND GREENRIDGE LN |
| $5,212,900 | PRIVATE CITIZEN | |
| $5,038,500 | PRIVATE CITIZEN | |
| $4,905,300 | PRIVATE CITIZEN | |
| $4,891,800 | THE MALL AT LINCOLN STATION** | 145 LINCOLN RD |

* Taxed partially at the higher commercial rate ** Taxed at the higher commercial rate

**Property Tax Deferrals and Exemptions** – Lincoln's property tax deferral program allows seniors 60 years or older with income below $60,000 to defer all or part of their annual property taxes. Deferred property taxes and interest at 4% are repaid to the Town when the owner dies or sells the home. Seven property owners took advantage of the property tax deferral in fiscal year 2017. Please call the office at any time of the year to receive an application or consult with office staff about the various exemption and deferral programs.

**Re-inspections** – Each year the Assessors conduct re-inspections of about one-fifth of Lincoln properties. The re-inspection consists of measurement of the outside of the house and a quick walk-through of the inside to verify that the data on the Property Record Card is correct. This process helps keep valuations accurate and up to date. You will receive notification in the mail if your property is planned for re-inspection.

**Assessments** – The fiscal year 2017 assessed values, Assessors' maps, and Property Record Cards are available from the Assessors page of the Town website at www.lincolntown.org or by calling our office at 781-259-2611. The Assessors encourage residents to review their Property Record Card and contact the office about inaccuracies, questions or concerns.

## CAPITAL PLANNING COMMITTEE

Andy Beard, Chair and At-large Citizen Representative
Jacqueline Apsler, Library Trustee Representative
Peter Braun, Selectmen Representative
Jim Henderson, Conservation Commission Representative
Maria Hylton, At-large Citizen Representative
Audrey Kalmus, At-large Citizen Representative
Peter Montero, At-large Citizen Representative
Tim Moynihan, At-large Citizen Representative
Al Schmertzler, School Committee Representative
Mary Day, Assistant Town Administrator – Member Ex-officio

Since the establishment of the modified Capital Planning Bylaw, the Capital Planning Committee (CapCom) is charged with evaluating capital requests as well as maintenance funding requests. The CapCom is tasked with evaluating each proposal for need, viability and impact funding might have on the Town's debt capacity and operating budgets.

In 2016, the CapCom reviewed the FY17 requests which totaled $1,006,997, and made decisions regarding funding recommendations as shown in the following table.

To aid in future capital planning, the Capital Committee has undertaken the development of a 25 year forecast of capital needs of the various town offices and departments based on current capital assets. The plan is intended to be used as a tool to assist the Town in determining financial capacity and timing of projects or expenditures in order to optimize the Town's cash capital, maintenance expenditures and debt load and to minimize impacts on the Town's operating budget and taxes.

The CapCom is currently in the process of reviewing the FY18 capital and maintenance funding requests, and will have that information available to inform the town meeting process in March of 2017.

FY17 Capital

1/29/2016

| Department | Cash Capital Request | Disapproved Items | Approved Cash Capital | Approved Maint. Items | Other Funding |
|---|---|---|---|---|---|
| | | | $450,000 Available | $250,000 Available | |
| **DEPT OF PUBLIC WORKS** | | | | | |
| Wacker Neuson Loader | $ 105,000.00 | | | | $ 105,000.00 |
| Road Sweeper | $ 215,000.00 | | | | $ 215,000.00 |
| Paving Hot Box | $ 35,000.00 | $ 35,000.00 | | | |
| | | | | | |
| **DPW Sub-total** | **$ 355,000.00** | | | | |
| | | | | | |
| **FIRE DEPARTMENT/EMS** | | | | | |
| Update Jaws Of Life | $ 38,000.00 | | $ 38,000.00 | | |
| Update Portable Radios | $ 35,000.00 | | $ 35,000.00 | | |
| Update AED's in all Public Bldgs | $ 17,000.00 | $ 13,000.00 | $ 4,000.00 | | |
| Replace Town Building Fire Alarm Radio Boxes | $ 18,500.00 | | $ 18,500.00 | | |
| | | | | | |
| **Fire Sub-total** | **$ 108,500.00** | | | | |
| | | | | | |
| **IT** | | | | | |
| Replace the Police Computer Aided Dispatch & Records Mgmnt System (CAD & RMS) | $ 40,000.00 | | $ 40,000.00 | | |
| | | | | | |
| | **$ 40,000.00** | | | | |
| | | | | | |
| **LIBRARY** | | | | | |
| Install Sidewalk Stairs and Ramp (or $69,380 w/o circle) | $ 115,000.00 | $ 61,096.00 | $ 53,904.00 | | |
| Engineering Study of A/C Options | $ 4,500.00 | | $ 4,500.00 | | |
| Facility Review | $ 20,000.00 | $ 20,000.00 | | | |
| Maintenance | $ 43,500.00 | | | $ 43,500.00 | |
| | | | | | |
| **Library Sub-total** | **$ 183,000.00** | | | | |
| | | | | | |
| **LINCOLN -SUDBURY REGIONAL HS** | | | | | |
| Upgrade Security Camera System | **$ 21,450.00** | | $ 21,450.00 | | |
| | | | | | |
| **POLICE DEPARTMENT/COMMUNICATIONS** | | | | | |
| Back-up Radio Fire Alarm Reporting System | $ 10,300.00 | | $ 10,300.00 | | |
| Replacement of Car #4-Marked Police Utility Vehicle | $ 40,255.00 | | $ 40,255.00 | | |
| Replacement of Marked Police Motorcycle | $ 22,400.00 | | $ 22,400.00 | | |
| Purchase of less-Lethal Electmic Control Weapons | $ 15,600.00 | | $ 15,600.00 | | |
| | | | | | |
| **Police Sub-total** | **$ 78,255.00** | | | | |
| | | | | | |
| **SCHOOLS** | | | | | |
| Annual Classroom Rehabilitation & Preventive Maintenance Program | $ 70,000.00 | | | $ 70,000.00 | |
| Replace Courier/Food Service Van | $ 29,000.00 | $ 29,000.00 | | | |
| Wireless Network Infrastructure-E-Rate | $ 53,892.00 | | $ 53,892.00 | | |
| | | | | | |
| **School Sub-total** | **$ 152,892.00** | | | | |
| | | | | | |
| **TOWN FACILITIES** | | | | | |
| Town Maintenance Article | **$ 67,900.00** | | | $ 61,900.00 | $ 6,000.00 |
| | | | | | |
| **ANNUAL TOTALS** | **$ 1,006,997.00** | $ 158,096.00 | **$ 357,801.00** | **$ 175,400.00** | $ 326,000.00 |
| | | | **$533,201.00** | | |

## COMMUNITY PRESERVATION COMMITTEE

Craig Donaldson
Lucretia Giese
Margaret Olson
Andrew Payne
Richard Selden
John Valpey
Allen Vander Meulen
Eric Zimmerman, Vice Chair
Chris Fasciano, Chair

The Community Preservation Committee's (CPC's) mandate is to study the needs of the Town in four areas of community interest: open space, preservation of historic structures, community housing (defined as low and moderate income housing), and recreation. It solicits inputs from citizens and other town boards and committees and makes funding recommendations to the Town in these areas. The goals of the Community Preservation Act (CPA) coincide closely with Lincoln's Vision Statement on open space, historical legacy, economic diversity, and citizens' convenience. To address these goals, the CPC meets with town boards and other organizations to develop a thorough understanding of the town's present and future needs, priorities, and objectives in the areas of CPA concern. It solicits proposals and evaluates them in light of these priorities.

At Town Meeting in March, 2016, the CPC proposed and the Town approved the following CPA fund appropriations:

| | |
|---|---|
| Debt service on town office renovation | 405,175.00 |
| Purchase of 3 acres of land | 225,000.00 |
| Conservation Trust Fund | 70,000.00 |
| Preserve-The Assessor's Valuation Book 1760-1833 | 47,410.00 |
| Preserve-Isabel Pierce Collection | 33,145.00 |
| Preserve-Archives C Flat Files | 7,007.00 |
| Bemis Hall generator | 6,000.00 |
| Preserve-Samuel Hoar Map of Lincoln 1772 | 3,015.00 |
| Preserve-Samuel Hoar Map of Lincoln 1795 | 1,830.00 |
| CPC administrative expenses | 3,000.00 |
| FY17 debt service for previously voted projects | 96,300.00 |
| Reserves for housing, open space, historical preservation | 132,280.00 |
| **TOTAL** | **$ 1,030,162** |

The table below summarizes total appropriations and expenditures by the Town for projects funded using CPA funds from 2003 through 2016.

## Town of Lincoln
## CPA Appropriations & Project Status
## 2007-2016

| Project | Appropriation | Paid to Date | Balance | Status of Project |
|---|---|---|---|---|
| 75 Tower Rd Renovation | 150,000 | 150,000 | - | Complete |
| Admin Expenses | 24,500 | 24,375 | 125 | In progress |
| Arborvitae Cemetery Stonewall | 50,000 | 47,300 | 2,700 | In progress |
| Bemis Hall Basement Reconstruction | 290,000 | 97,484 | 192,516 | In progress |
| Bemis Hall Repairs | 633,985 | 523,898 | 110,087 | In progress |
| Codman Farm Repairs | 132,000 | 121,485 | 10,515 | In progress |
| Codman Tot Pool Renovation | 182,000 | 151,475 | 30,525 | In progress |
| Conservation stonewall restoration | 20,000 | 20,000 | - | Complete |
| Construction of archival vault at the Library | 489,097 | 489,097 | - | Complete |
| Consultant to update Consolidated Housing Plan | 20,230 | 17,230 | 3,000 | In progress |
| Control invasive species on conservation land | 51,300 | 51,280 | 20 | Complete |
| Flint Homestead Survey | 8,000 | 7,860 | 140 | Complete |
| FoMA Area Studies | 6,000 | 6,000 | - | Complete |
| Fund debt service on borrowing for CPC project | 1,053,916 | 1,053,915 | 1 | In progress |
| Fund debt service on borrowing for Town Offices | 1,313,350 | 1,313,350 | (0) | In progress |
| Funding of Affordable Housing Trust | 3,939,500 | 3,939,500 | - | Complete |
| Funding of Conservation Fund | 124,859 | 124,859 | - | Complete |
| Historic records archive and preservation | 128,690 | 123,076 | 5,615 | In progress |
| Historic Town buildings needs assessment | 160,000 | 160,000 | - | Complete |
| Inventory of historic properties | 55,250 | 26,624 | 28,626 | In progress |
| LSRHS Softball Fields | 50,000 | - | - | Withdrawn |
| Multisport Court | 146,000 | 5,000 | 141,000 | In progress |
| Pierce House repairs | 227,496 | 225,283 | 2,213 | Complete |
| Purchase of conservation land | 1,050,000 | 1,050,000 | - | Complete |
| Repairs & Improvements to Lincoln Library | 480,040 | 476,065 | 3,975 | Complete |
| Repairs to historic cemetery monument | 42,300 | 42,300 | - | Complete |
| School Wetland Trail & Observation Platform | 137,355 | 79,300 | 58,055 | In progress |
| Smith School Playground | 50,000 | 50,000 | - | Complete |
| Tennis Court Rehabilitation | 20,000 | 20,000 | - | Complete |
| Tot-lot at Codman Pool | 50,000 | 45,191 | 4,809 | Complete |
| Town Office Renovation | 1,000,000 | 1,000,000 | - | Complete |
| **GRAND TOTAL** | **12,085,869** | **11,441,947** | **593,921** | |

CPA funding has helped Lincoln considerably to create affordable housing, purchase conservation land, preserve key historic properties and create and rehabilitate recreation assets. Funds have been obtained through a 3% surcharge on our property taxes, which was supplemented by a 100% state match until 2008 and reduced levels of matching since, including a 26.3% match in FY2016. Even at current level of matching, savings to the Town are substantial.

The committee is currently reviewing proposals for the 2017 Town Meeting. In evaluating these proposals, it is considering:

- consistency with Lincoln's vision
- support by relevant town committees or organizations
- the extent to which the project helps to preserve threatened resources or town-owned assets;
- the extent to which the project serves multiple needs and populations, including the underserved;
- whether the project can realistically be accomplished within the proposed time frame and budget;
- the impact of delays in initiating the project; and
- the breadth of support for the project as indicated by fundraising through grants or private donations.

We welcome community inputs during all stages of our process – requesting, examining, and decision- making.

## OGDEN CODMAN TRUST

Susan T. Monahan, Trustee
Maura E. Murphy, Trustee
Michael F. O'Connell, Trustee

**Purpose**:
The Ogden Codman Trust provides support to organizations that benefit residents of the Town of Lincoln. Information about the trust, including its history and grant guidelines can be found at www.codmantrust.org.

**History:**
The Ogden Codman Trust was established under the will of Dorothy S. F. M. Codman who was the youngest and last surviving child of the Codman family in Lincoln.

In her will, Dorothy left the family mansion, known then as "The Grange", and fifteen (15) acres on which it stands to the Society for the Preservation of New England Antiquities, now Historic New England. In addition she left twenty five (25) acres of abutting woodland to the Lincoln Land Conservation Trust. 200 acres made up largely of open farm fields, the farm house and a cluster of barns (now known as Codman Community Farms) were left for the trustees of her estate and later sold to the Town of Lincoln. The proceeds from the sale became assets of the Ogden Codman Trust

**The following is a list of all the grants that the trustees made in 2016:**

| Organization | Project Title | Grant Amount |
|---|---|---|
| Domestic Violence Services Network Inc | Project RESIST | $11,000.00 |
| Foundation for Metrowest Inc | Youth in Philanthropy (1 of 2) | $15,000.00 |
| Town of Lincoln | Codman Pool Cabana Installation | $15,000.00 |
| Town of Lincoln | Summer Camp Financial Aid Support | $7,000.00 |
| Town of Lincoln Council on Aging | Series on Positive Psychology for Aging Well | $1,000.00 |
| Birches School Inc | 2016-17 Scholarship Support | $10,000.00 |
| Codman Community Farms Inc | Critical 2016 Equipment and Fencing | $30,000.00 |
| Historic New England | Property Care Projects 2016/2017 | $25,000.00 |
| deCordova Sculpture Park and Museum | Learning and Engagement Program Support | $25,000.00 |
| Food Project Inc | Well for Baker Bridge Farm, North Side | $20,000.00 |
| Town of Lincoln Council on Aging | Postive Psychology II: Going Deeper into Practice | $1,000.00 |
| Town of Lincoln | Dorothy S.F.M. Codman Scholarship Program - 2016 | $20,000.00 |
| | | **$180,000.00** |

## INFORMATION TECHNOLOGY

Michael Dolan, Director

As the new Director for Information Technology for the Town of Lincoln, I am presented with the challenge of upgrading our infrastructure. Our backup system, servers, workstations, some applications, and email, are all reaching their end of life. Here is an overview of some the issues that will addressed during 2017.

**Backup System**

Our backup system is past the end of life and we have outgrown its capacity. After reviewing several vendor proposals, I've decided to install a backup solution which combines local storage with cloud storage capability and site redundancy. The new backup system will allow us to send information to any storage device on our network and archive static information within our backup system without taking up critical space in the main backup storage. Our old backup system had a 4 year cost of about $75,000. The new system will be less than $40,000 over 5 years, will store more information, and will allow us to have critical information stored in the cloud in the event of a site disaster.

**Web Site Refresh**

We are scheduled for a free website refresh which will allow us to change the look of our web site. This also is a good opportunity to review the current website and reorganize our content. One of my goals during the reorganization is to make finding information on the town website a little more intuitive. In addition, the technical changes will allow our page to adapt to different screen sizes. This is important as citizens are now using a wider variety of devices to access our site.

**Library Public Access Computers**

Since our workstations are all at the end of life, I am targeting groups of computers to be replaced. One of the initial replacements will be the public access computers in the library. The systems will be replaced with smaller units that can be centrally managed by the staff and they will be maintained remotely by the vendor. This system will give greater control of the computers to the library directly and reduce the ongoing support and maintenance costs.

**Public Safety Dispatch System**

Currently the Public Safety Dispatch system is scheduled for replacement this year. The old system required that we maintain a server at Public Safety. We are moving to an Internet based solution where the information will be hosted and stored securely on a server off site. As a result, we will no longer be required to run a server specifically for this software. Throughout the spring we will be migrating data over to the new system. Every computer that needs to access the system will require the installation of secure software, and each user will have a unique login specific to the new system in order to access data.

**Public Records Law**

As I look into replacing our outdated systems, one of the driving strategic philosophies will be to make information more accessible to both staff and residents, while maintaining security. We will be looking to proactively post information that residents commonly request as well as streamlining the search process to access information. Moving forward the long term goal will be to move our information store to a more searchable platform. One that will allow us to flag specific documents for access across departments, as well as adhering to retention schedules.

**Server Software Upgrade**

Although our hardware is somewhat outdated, I will be focusing on updating our server software in preparation for a new virtual server environment. Support for our server hardware is still available, so I am using this opportunity to upgrade from Microsoft Server 2008 to Microsoft Server 2016. Because I will also be shutting down older virtual servers, our current hardware will be able to handle the upgrade and host our remaining virtual servers in the new operating system environment. This will position us for a hardware upgrade in FY19 just as support for the hardware and our old server software both hit end of life.

**Workstation Replacement**

We are overdue for replacements on many of our workstations. Since the majority of the computers were purchased 5 years ago, I need to replace groups of computers throughout the institution. As of this year, IT has a line item in the operating budget dedicated to workstation upgrades. Over the next few years I will be targeting departments for hardware upgrades. This will not only bring in faster hardware, it will also phase out older operating systems. I have already tested Windows 10 in our environment, and the migration to the new operating system should not be as painful as previous OS upgrades.

## PUBLIC SAFETY

### POLICE DEPARTMENT

**Chief:** A. Kevin Kennedy
**Lieutenant:** Sean E. Kennedy

**Sergeants:** Anthony Moran
Richard McCarty
Jon Wentworth
Paul Westlund

**Detective:** Ian Spencer

**Admin. Assistant:** Catherine Dubeshter
Michael Keough

**Officers:** Matthew Armata
Andrew Davis
Matthew Forance
Joseph Pellegrini
David Regan
Laura Stewart

**Dispatchers:** Antonio Clemente
Michael Harriman
Spencer Hughes

Melissa Marabella

In 2016, there were a number of personnel changes to the department. In July, an additional sergeant position was created whereby allowing for additional police supervision. As a result, Officer Anthony Moran was promoted to the position of Sergeant. During the year, Officer Robert Gallo retired after 32 years of service and Officer Robert Surette resigned in order to take a position with the Harvard University Police Department. Dispatcher Joseph Pellegrini and Matthew Armata were subsequently appointed to the position of Police Officer.

**RISK MANAGEMENT TRAINING:** All police officers attended training taught by Gordon Graham who is nationally recognized as an expert it the field of risk management. Instead of focusing solely on after-incident damage control, he focuses on the prevention of mistakes through proper management of risk. The following topics were discussed:

- Organizational and Operational Risk Management
- Reducing Liability Exposure
- Elimination of Job-based Harassment
- Professionalism
- Ethical Decision Making
- Top ten things that get cops into trouble

**DE-ESCALATION TRAINING:** All police officers attended the Law Enforcement Active Diffusion Strategies (LEADS) training taught by Retired Police Lieutenant Kevin Dillon. Officers were taught how to recognize and not to stimulate aggression. They learned communication skills and evidence based *Active Diffusion Strategies* to avoid and/or resolve interactions by employing tactical de-escalation techniques, conflict resolution methods and distraction techniques that promote successful resolutions to conflicts. This program also taught officers how professional communication can protect officers in the field as well as reduce civilian complaints and civil litigation.

**ROADWAY SAFETY:** The Board of Selectmen has indicated its intention to create a Cycling Safety Committee which the department looks forward to being an active participant. The department completed its sixth year of the Traffic Monitoring Program which deploys traffic counters at sixty-one (61) different locations throughout the town. By combining this traffic data with accident data, the department is able to identify specific areas for enforcement and monitoring to ensure the roadways are safe for motorists, pedestrians and bicyclists. The department continues to be an active participant in the Traffic Safety Committee.

**DIVERSION PROGRAMS:** As part of a grant from the Department of Mental Health, we have partnered with Eliot Community Human Services. The police and mental health coordinator connect families and individuals dealing with mental health and/or substance abuse issues with services available within the community with the goal of preventing them from entering the criminal justice system. The department has also partnered with the Communities for Restorative Justice (C4RJ) which is a police based diversion program for juveniles and young adults involved in minor non-violent offenses. The program holds offenders accountable while allowing the victim to be an active participant in the diversion/outcome of the case without going through the criminal justice system.

**COFFEE WITH A COP:** Since October, residents have met with various police officers in private and/or in a group setting to discuss topics of concern. Meetings are scheduled on the third Thursday of every month from 1:00pm – 3:00pm at the Council on Aging.

**PROTECTION OF PERSONS & PROPERTY:** The following is a summary of activity by the Lincoln Police Department for the 2016 calendar year.

| | |
|---|---|
| Calls for Service | 11,163 |
| Crimes against Person | 49 |
| Crimes against Property | 108 |
| Larceny/Fraud | 68 |
| Arrests | 84 |
| Criminal Complaints | 244 |
| Traffic Stops | 3,363 |
| Traffic Citations | 1,740 |
| Operating Under the Influence | 25 |
| Accident Investigations | 117 |

***A. Kevin Kennedy, Chief of Police***

## LINCOLN FIRE DEPARTMENT

**Chief:** Stephen E. Carter

**Lieutenants/Shift Commanders:**

| | |
|---|---|
| Scott Christensen | Mark Mola |
| Ben Juhola | William Whalen |

**Firefighters:**

| | |
|---|---|
| Joseph Cavanaugh | Mike O'Donnell |
| Tim Neufell | Brian Young |
| David Appleton | Mike Ott |
| Mike Gassiraro | Caleb Hagarty |
| Kevin Kirmelewicz | |

**Call Fighters:**

| | |
|---|---|
| David Whalen | Ken McDonald |
| Jeff Lyons | E.J. Nicholas |
| Steve Boudrow | Tom Routhier |
| Joe Walter | |

The Lincoln Fire Department strives to achieve absolute confidence from the community by providing residents and neighboring communities with professional emergency medical services, fire suppression and fire prevention programs.

In 2016, there were several personnel changes that occurred. Lt./EMT Bill Whalen III returned safely from active duty after serving our country proudly in the US Army overseas in Afghanistan for 11 months. We continue to successfully recruit quality call/part time firefighters, however their time is limited since 4 of them have been recently hired fulltime in other communities. The call/part-time program continues to be a strong support to the career firefighters by providing essential staff on nights and weekends.

**Regional Impacts:** The Massport Hanscom Field was restructured with a new concept involving the surrounding communities to provide support on many of their "ALERT calls" that indicate an inflight emergency. Planning, training and live drills allowed for all the services to work together to fine tune this "new system". Lincoln responded 13 times to the airfield for "ALERT calls". This program simply emphasized the need for regional services in order to provide key services in a timely efficient manner. Lincoln continues to support the District teams with members on the district Dive Team, Fire Investigation Unit and Incident Management Team.

**GRANTS:** Once again Lincoln has been awarded a grant for the S.A.F.E. "Student Awareness of Fire Education" Program which provides valuable classroom experience for our elementary age school children and an additional program for elderly safety education was also given to the department conjunction with the Council on Aging for enhanced safety of our elderly populations. These programs include education and a smoke and carbon monoxide detector programs.

**Emergency Medical Services:** This year the EMS run volume has exceeded 750 responses for the ambulances for medical assistance. This is an 11% increase from 2015. The "Commons" opened their new assisted living and Rehab unit which largely contributed to our increase in responses. The Lincoln Fire Department has once again ranked in the top 10 Emergency Medical Services on a National customer service performance survey.

**Summary:** The department remains busy with a steady call volume averaging over 1520 emergency calls which included 81 reported building fires (none of them exceeded more than one room, 34 were contained cooking fires), 11 brush fires (2 exceeded 2+acres), 90 mutual aid calls and 758 were EMS/ambulance calls (an 11% increase from 2015 in both Fire and EMS). The remainders were a variety of automatic alarms and several types of "hazardous condition" calls. Routine inspections and drills were performed at schools and other various institutions around town along with "plan reviews" to insure proper placement of detection systems in properties. Training for all members is always a focus to insure that the staff is properly prepared for all types of incidents both routine and major. This year Ice rescue, MCI management and core firefighting and EMS skill reviews were the focus topics this year.

On behalf of the Lincoln Fire Department, I would like to thank all the Lincoln residents, organizations, and societies for your much appreciated support and valued donations. The foundation for the department has continued to strengthen because of the teamwork between the town departments and the citizens supporting our efforts to safeguard the community.

At this time I would like to acknowledge the positive enthusiasm and professionalism performed by the fire officers and firefighters during both routine and extreme missions they are assigned

Respectively Submitted,

Stephen E. Carter, Fire Chief
Emergency Management Director

## BUILDING DEPARTMENT

Daniel Walsh, Building Commissioner
Robert Norton, Wiring Inspector
John Bolli, Assistant Wiring Inspector
Russell Dixon, Jr., Plumbing & Gas Inspector
George Dixon, Assistant Plumbing & Gas Inspector
Kenneth Rich, Assistant Plumbing & Gas Inspector
Elaine Carroll, Administrative Assistant

The Building Department is charged with statutory responsibilities that have an effect on public safety, the physical growth, and development of Lincoln and works closely with all land use departments in a coordinated and comprehensive manner. The Building Commissioner is legally mandated to carry out certain provisions of the Subdivision Control Law (M.G.L., Chapter 41, Section 81-K to 81-GG) and of the Zoning Act (M.G.L., Chapter 40A). These legal responsibilities are reflected locally in the permitting process and in the Town's Zoning By-Law. Some specific services that the Building Department provides include reviewing applications and plans to construct, alter, and demolish any building or structure, for compliance with applicable Zoning and General By-laws, Massachusetts State Building Code, Stretch Energy Code, Sheet Metal Code, Massachusetts State Fuel, Gas and Plumbing Code, Massachusetts State Electrical Code, Town of Lincoln Sign By-law and oversees Massachusetts's requirement for Sealer of Weights & Measures.

The Building Department supports the Planning, Conservation and Zoning functions of the land use departments. The goal is to support the needs of the existing departments, to improve operational efficiency, and to enhance service delivery.

Values of construction permits for work during the past year as submitted by applicants in 2016:

| | |
|---|---|
| Building (Residential and Commercial) | $33,488,934.00 |
| Plumbing (Residential and Commercial) | 936,753.00 |
| Electrical (Residential and Commercial) | 2,653,587.00 |
| | $37,079,274.00 |

Permit Fees Collected in 2016 – Residential and Commercial

| | |
|---|---|
| Building | $359,448.00 |
| Plumbing | 19,471.00 |
| Electrical | 105,563.00 |
| Re-certification Fees | 560.00 |
| Total | $485,042.00 |

Building permits issued in 2016:

| | |
|---|---|
| New Residential | 8 |
| Additions and Remodeling | 154 |
| Garages and barns | 2 |
| Decks and porches | 9 |
| Steel Metal Permits | 23 |
| Demolitions (house) | 6 |
| Demolitions (accessory structures) | 5 |
| Re-roofing | 43 |
| Tents (temporary) | 43 |
| Wood Burning Stoves | 11 |
| Cell Tower – addition to existing | 5 |
| Solar Panels | 19 |
| Signs | 1 |
| Care Dimensions | 1 |
| Accessory Apartments | 3 |
| Fox Den at Drumlin Farm | 1 |

| | |
|---|---|
| First Parish Stearns Room | 1 |
| | |
| Building permits issued | 335 |
| Plumbing permits issued | 240 |
| Electrical permits issued | 222 |

The Inspectors for the Building Department will be busy in 2017 filling the demand for inspections for two major projects including Lincoln Woods, which will be wrapping up construction, the Care Dimensions project, and the Minuteman School project which will be ready to start construction in 2017, along with the usual residential projects.

## SEALER OF WEIGHTS AND MEASURES

Courtney Atkinson

The Sealer of Weights and Measures for the Town of Lincoln is Courtney Atkinson, retired Building Inspector for the Town of Weston.

In May of 2016, Mr. Atkinson inspected 3 service stations, 1 restaurant (Whistle Stop) now closed, Drumlin Farm and Donelan's Supermarket in Town as required by the Commonwealth of Massachusetts.

| | |
|---|---|
| Service Stations | 3 |
| Supermarkets | 1 |
| Restaurant | 1 |
| Farm Stands | 1 |
| Sealing fees collected | $826.00 |

Any questions regarding weights and measures for the Town of Lincoln should still be directed to the Office of the Building Inspector, Telephone No. 781 – 259-2613.

## BOARD OF HEALTH

Steven Kanner, M.D.
Patricia Miller.
Frederick L. Mansfield, M.D., Chair

The Board of Health meets the first Wednesday of each month at 7:30 p.m., and all meetings are open to the public. Citizens wishing to be placed on the agenda should contact the Board of Health Office at least two weeks before the scheduled meeting date. The Board's office manager is Elaine Carroll, who is also the Administrative Assistant for the Building Department. Inspectional services are provided through an inter-municipal agreement with the Town of Concord with Stan Sosnicki acting as our Health Inspector. The Board works closely with Maureen Richichi, School Nurse, on such topics as flu vaccines, school immunizations, tick borne illnesses and communicable diseases, and we wish to thank Maureen for her valuable service to the Board.

The Board of Health is responsible for a variety of issues related to water protection, solid and hazardous waste disposal, communicable diseases, and public health hazards in the environment. The Board is charged with overseeing the onsite wastewater (septic) system program; enforcing the State Sanitary Code for food establishments; summer camps, swimming pools, beaches, private water wells, overseeing mosquito control programs; supporting mental health services for Lincoln residents through Eliot Community Human Services; and works closely with the Town appointed dog officers.

## PERMIT ACTIVITY

In 2016, the Board of Health issued: 41 permits to construct/alter onsite wastewater (septic) systems, 5 Recreational Camp permits, 2 pools, 22 Food Establishment Permits, 24 catering permits, 11 temporary events permits and 10 private wells. This year, the Board of Health Agent witnessed over 18 deep test holes and percolation tests for the siting of onsite wastewater (septic) systems, conducted 27 Title 5 building reviews, 66 septic installation inspections, and 31 food service inspections. The Town lost two restaurants this year but one new restaurant has already opened up in the old Whistle Stop Café location and another one run by the same family will be opening in January, 2017 in the vacant AKA Bistro location.

## HEARINGS

The Board voted to grant 7 variances to local septic regulations this year during its regular meetings.

The Board continues to work with the Leaf Blower Study Committee to continue the discussion on ways to reduce the noise and pollution of leaf blowing especially in the Lincoln Station area.

## OTHER ACTIVITIES

*Communicable disease control:* Communicable disease reports regarding Lincoln residents are forwarded to Maureen Richichi, the School and Town Nurse, for review and possible follow-up. Case reports investigated for the Board of Health since 2014 are summarized on the following table. The numbers indicate cases which may be confirmed, suspect, or probable and may also indicate residents who are considered contacts of individuals (residents and non-residents) with communicable diseases.

| Disease Reports | 2014 | 2015 | 2016 |
|---|---|---|---|
| Lyme Disease | 31 | 34 | 30 |
| Human Granulocytic Anaplasmosis | 2 | 4 | 2 |
| Campylobacteriosis | 0 | 2 | 2 |
| Salmonellosis | 1 | 0 | 0 |
| Influenza | 4 | 12 | 8 |
| Giardiasis | 1 | 2 | 2 |
| Ambeosis | 0 | 0 | 1 |
| Hepatitis B (chronic) | 1 | 0 | 0 |
| Hepatitis C (chronic) | 2 | 2 | 1 |
| Babesiosis | 2 | 1 | 2 |
| Enterovirus | 1 | 0 | 0 |
| Measles | 2 | 0 | 0 |
| Tuberculosis – Active | 1 | 0 | 0 |
| Group A Streptococcus | 1 | 0 | 0 |
| Listeria | 0 | 0 | 1 |

**HAZARDOUS WASTE COLLECTIONS:**

This year 77 residents signed up to bring their hazardous waste to the facility in Lexington. The Town is one of eight towns that participate in the Minuteman Hazardous Waste Facility located on Hartwell Avenue in Lexington. The facility holds eight collection days a year beginning in April and ending in November.

**2017 Dates:**

April 15
May 13
June 17
July 15
August 12
Sunday, September 17
October 14
November 4

**ANIMAL CENSUS:**

The following table lists the population of farm animals since 2009.

| Type | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 |
|---|---|---|---|---|---|---|---|---|
| Cattle | 9 | 7 | 5 | 7 | 0 | 0 | 51 | 48 |
| Cattle, beef | 41 | 48 | 54 | 79 | 53 | 39 | 13 | 0 |
| Cattle, steer/oxen | 13 | 9 | 1 | 0 | 0 | 0 | 0 | 0 |
| Cattle, yearlings | 32 | 15 | 9 | 1 | 14 | 1 | 6 | 0 |
| Goats | 25 | 21 | 24 | 22 | 20 | 14 | 14 | 8 |
| Sheep | 84 | 100 | 88 | 142 | 126 | 137 | 132 | 133 |
| Swine | 15 | 16 | 23 | 13 | 45 | 39 | 26 | 13 |
| Horses/Ponies | 86 | 84 | 77 | 74 | 78 | 68 | 59 | 60 |
| Llamas/Alpacas | 4 | 4 | 7 | 7 | 5 | 10 | 7 | 8 |
| Donkeys | 3 | 1 | 1 | 1 | 1 | 2 | 2 | 1 |
| Chickens | 636 | 530 | 566 | 38- | 418 | 505 | 563 | 1196 |
| Turkeys | 0 | 4 | 3 | 48 | 4 | 0 | 0 | 0 |
| Waterfowl | 33 | 31 | 18 | 9 | 12 | 14 | 14 | 12 |
| Game Birds | 9 | 12 | 0 | 3 | 7 | 0 | 9 | 1 |
| Guinea Hens | 0 | 10 | 0 | 0 | 0 | 1 | 0 | 0 |
| Water Buffalo | 1 | 1 | 1 | 0 | 1 | 0 | 0 | 0 |
| Pigeons | 9 | 6 | 10 | 0 | 0 | 0 | 0 | 6 |
| Rabbits | 2 | 6 | 5 | 2 | 0 | 1 | 4 | 0 |

## DOG OFFICER

| TOTAL NUMBER CALLS HANDLED - 2016 | 216 |
|---|---|
| # Complaint Calls | 13 |
| # Lost Dog Calls | 13 |
| # Lost Cat Calls | 3 |
| # Other Cat related calls | 5 |
| # Animal / Wildlife Calls | 11 |
| # Miscellaneous Calls | 117 |
| **TOTAL # ANIMALS PICKED UP** | **(1-Deer)** |
| Total # not licensed | 1 |
| Total # dogs not claimed | |
| # still in dog officer custody | |
| #surrendered to Humane Shelter | 1 |
| TOTAL # HUMAN BITE CALLS | 3 |
| TOTAL # ANIMAL - ANIMAL BITE | **(1-Unknown Dog)** |

| | |
|---|---|
| 10 Day Quarantine Order -Human Bite | **ISSUED 3 / RELEASED 3** |
| 10 Day Quarantine Order -Animal Bite | **ISSUED 6 / RELEASED 10** |
| 45 Day/6 Month Quarantine Orders | **ISSUED 8 / RELEASED 6** |

TOTAL # CITATIONS ISSUED

# No license citations

# Leash Law/Dog not under owner control

# Other Offense

# Court summons processed

**SHOT AND REMOVED FROM RESIDENT PROPERTY BY ACO - (1 DEER)**

**BARN INSPECTIONS COMPLETED WITH 1,486 TOTAL LIVESTOCK/ANIMALS**

**KENNEL INSPECTIONS DONE - 1**

## LINCOLN COUNCIL ON AGING

Marilyn Buckler
Jack French
Ben Horne, Vice-Chair
Sally Kindleberger
Patricia McGean
Don Milan
Florence Montgomery
Donna Rizzo
Mary Sheldon
Dorothy Taylor, Chair
Dilla Tingley, Recorder
Rob Todd

Mission Statement: The Council on Aging strives to enrich the lives of Lincoln's 1900 residents 60 years of age or older (29% of the non-Hanscom population) and assist residents of all ages to remain safely and independently in our community, especially those who need help to continue living at home. In addition, the Council on Aging is a resource to all Lincoln residents who are in a serious financial crisis or who need help in caring for elders. The majority of our educational, social, and recreational activities are open to residents of all ages.

A facility that is safe, accessible, large enough, with confidential and other specialized spaces and adequate parking, and designed for the special needs of older residents and those with social service needs is essential to the COA's ability to provide programs and services now and in the future. Thus, we continued to work with the Campus Master Planning Committee to provide information about Lincoln's senior population and our service and programming needs. We look forward to working with the Selectmen and other town boards and committees on next steps towards a community center. We also worked with Michael Haines to renovate the basement, including creation of confidential counseling space, a volunteer office, programming space, and accessible restrooms, as well as improving fire safety. This space is attractive and functional, and we are grateful to all who worked to create it. While renovating the basement will help alleviate some of our problems, the most pressing ones can only be solved by moving to a new facility.

A related focus has been on ensuring that our programming reflects Lincoln's strong sense of community in a variety of ways and meets the needs of both younger and older "seniors." First, we collaborated with Parks and Recreation and the Lincoln Review on a tremendously successful town-wide fair featuring many organizations and town departments that drew more than 1,000 residents. We have also offered intergenerational programming with Lincoln organizations serving a variety of young people, including concerts, art workshops, and more.
We expanded our program offerings to meet the increasingly diverse needs of residents. We offered numerous classes and presentations on health and legal issues, the arts and humanities, services and benefits, and more, as well as support groups, performances, and social events. Highlights included:

- Popular courses on Positive Psychology, funded by the Ogden Codman Trust, and What to Do with Retirement's Freedom.
- A performance, jointly sponsored with the Library and funded by the Lincoln Cultural Council, of *Atticus,* about the character in *To Kill a Mockingbird* and *Go Set a Watchman.*
- *SeniorSpeak*, an immensely popular performance including drama and music highlighting the life experience and wisdom of six Lincoln seniors.
- A new Zumba Gold class, offered jointly with Parks and Rec, and ongoing classes in Tai Chi, yoga, and chair and moderate weights and aerobics.
- A presentation by Middlesex District Attorney Marian Ryan and the Police Department on preventing fraud and other topics related to safety.
- Trips to the Cyrus Dallin Museum, the graduation of Assistance Dogs, Canterbury Shaker Village, the Butterfly Place, an architectural cruise of Boston, the Whaling Museum, Longfellow House, and a performance of *Mame.*
- Health programs on stress management, coping with hearing loss, tick-borne disease, sleeping better, and preparing for joint replacement.
- Arts classes for watercolors and pastels and a music appreciation class.
- New office hours for the Police Department and the Domestic Violence Services Network.
- A new series of monthly science and technology programs.
- A Medicare update, including representatives of insurance providers.

We continue to enhance our services to enable our most vulnerable residents to remain safely and independently in their homes. Among our efforts:

- A series on what to do to maintain independence and create a vibrant, exciting retirement titled *Design Your Third Age, Your Way* with programs on finding purpose in life, mind-body communication, exercise, legal preparedness, end-of-life decisions, using technology for independence, and living in a small space.
- A series of lectures and discussions on end-of-life issues based on the book *Being Mortal*.
- Individual lectures on the legal aspects of incapacity, long distance caregiving and caregiving for someone in your home, winter and storm safety, and continuing care retirement communities, and other housing options.
- A multi-session, facilitated discussion group for those coping with loss.

Special thanks goes to our almost 150 volunteers, the Friends of the COA, and the many businesses and organizations who contribute to the COA with collaborative programming and donations, all of whom make our work possible.

**BEMIS TRUST**

**Bemis Trustees at the end of FY16:**

Melinda Abraham
Sara Mattes
Ruth Rothstein

The three elected Bemis Trustees manage the Bemis Free Lecture Series. They select the speakers and manage the events. The lectures are funded by two trusts. The original trust was established in 1890 by George Bemis and was specifically designated to provide free lectures of an instructive and elevating character to the citizens of Lincoln. Eighty-four years later, in 1974, another generous Lincoln citizen, John Todd, provided additional funds to continue to support the lecture series and to expand the scope to include entertainment and recreation.

Although the trusts are managed by the Town of Lincoln, the Bemis Free Lecture Series does not derive any of its funding directly from the town of Lincoln.

The first Bemis lecture was given on June 8, 1892. Since then the series has enjoyed a distinguished history, attracting leading national figures in politics, arts, sciences and social issues.

For fiscal year 2016, the Bemis Free Lecture series featured two events.

- Governor Michael Dukakis: *America's Role in a Post-Obama World*
    - Former Massachusetts Governor Michael Dukakis discussed world politics.

- Heather Goldstone: *All Climate is Local: Understanding the Impacts of Climate Change and the Paris Agreement*
    - Heather Goldstone is the science correspondent for WCAI and WGBH Radio, and the host of Living Lab, a weekly live-interview show about science and culture. She holds a PhD in Ocean Science from MIT and Woods Hole Oceanographic Institution. Her reporting has appeared on NPR, PBS News Hour, The Takeaway and PRI's The World. She discussed climate change and the Paris agreement.

Both events were videotaped and the videos are posted on the town's website.

During 2016, Steven Atlas completed his term as a trustee and Sara Mattes was elected as a trustee. At the end of 2016, Ruth Rothstein decided to tender her resignation effective January 2017. The one year remaining on her term will be filled via the election to be held in the spring of 2017.

The current trustees would like to thank Steve and Ruth for their many years of exceptional volunteer service to the town.

We encourage anyone interested in suggesting possible speakers and events for future offerings to contact any of the current trustees.

## VETERANS SERVICES

James Hogan, Veterans Programming Officer
Priscilla Leach, Veterans Services Officer

The Veterans Service Officer keeps veterans and their dependents informed about their rights, benefits and helps them to apply for these benefits. This includes federal VA benefits, as well as state and town benefits. At times, this responsibility includes advocating for veterans with multiple agencies. The Veterans Programming Officer arranges and implements presentations and social events for Lincoln's veterans' community, their families, and others.

All Massachusetts veterans are eligible for free tuition at all state community colleges, colleges, and universities, veterans license plates, long term care at the Chelsea and Holyoke Soldiers Homes, burial in the state Veterans Cemeteries, and Welcome Home bonuses. Low income veterans and dependents are also eligible for financial and medical assistance from a combination of state and town funds. The Veterans Services Officer is responsible for determining eligibility for these benefits and for administering this program. She has had 142 contacts with veterans in the past year. Two veterans received this state/town benefit in 2016, which is a typical number for a town of Lincoln's size.

The Veterans Administration offers compensation for veterans suffering from service connected disabilities and a pension for veterans who qualify financially. All veterans are eligible for free grave markers and some can receive help with burial benefits. There are also benefits available for veterans in assisted living and nursing homes.

The Veterans Programming Officer works with the Council on Aging and the Veterans Services Officer to improve our outreach and spread information. This past year, he has organized an informational session on veterans' end-of-life and survivor benefits, a summer luncheon, and a Veterans day Italian luncheon.
The Veterans Services Officer provided information at the Medicare Open Enrollment Forum. She also helped organize Lincoln's participation in the Vietnam Veterans Moving Wall.

Both the Veterans Services Officer and the Veterans Programming Officer have been involved in the creation and development of VOLMA (Veterans of Lincoln MA). They worked with other veterans to set up a 3,000 flag memorial for the 15th anniversary of 9/11 and assisted with the ceremony. The Veterans Services Officer, as secretary of VOLMA, also spoke to the 7th graders at the Brooks School about her experiences as a veteran; and assisted a teacher at Hanscom Middle School to raise funds for scholarships for Hanscom students to attend a field trip to Washington D.C.

In Lincoln, the Veterans Services Officer and the Veterans Programming Officer deal primarily with veterans from WWII, Korea, Vietnam, and peacetime. One of the biggest surprises for them is that many veterans are unsure of their benefits.

# PUBLIC WORKS

## DEPARTMENT OF PUBLIC WORKS

In 2016 the Public Works Department completed many projects and activities.

Road repair and repaving continued. Road paving included:

- Old Cambridge Turnpike (North)
- Sections of Todd Pond Road
- Wheeler Road
- Orchard Lane

As compared to the record winter two years ago, January and February of 2016 produced average snow fall in Lincoln. DPW Crews worked around the clock to maintain safe roadways and sidewalks. The Department also utilized its winter pre-treatment process. This process includes applying a salt brine to the major Town roads in advance of a storm event. By applying this Brine the snow begins to melt immediately on the road. The snow and ice will not bind to the roadway, thereby reducing the overall amount of effort and materials that have to be used.

In the spring the Department transitioned from the long winter to springtime work. The Department performed roadway and path maintenance through the months of April and May. This included: street sweeping, pothole repair, and roadside path repair and stonewall work.

During the spring the Department also continued the process of removing tons of built up sand on the roadway shoulders. This sand built up during the winter and is the result of our heavy reliance on sand for snow and ice control. The sand interferes with the roadway drainage and is a major contribution to pavement damage.

This past summer, the Department performed roadside vegetative maintenance, performed roadway striping, cut dead roadside trees, planted trees, filled potholes, fixed road signs, performed cemetery burials and maintenance, and made repairs to several drainage structures. We also continued the maintenance of the Town's historic stone walls, including Lincoln Road, Route 117, Codman Road, Baker Bridge Road and Trapelo Road.

The Public Works Department continued to use its equipment to trim back over grown roadside vegetation. By trimming back this vegetation the Town's residents have a safer, more aesthetically pleasing roadway. The beautiful farmer's stone walls that we have been repairing can now be seen and enjoyed.

During the fall, the Department cleaned leaves and fixed damaged catch basins. The Department also continued with its roadside program, trimming various roadsides and intersections.

During the course of the year, the Department was also tasked with the operation of the Town's Transfer Station. The entry shed continued to be staffed at the entrance of the Transfer Station to better monitor day to day activities and residential usage. A new recycling vendor was also chosen by the Town. This will help in our recycling efforts.

The Department continued with the maintenance and operation of the Town's cemeteries.

New equipment for the DPW included a Pelican Street Sweeper and a new Wacker Neuson articulated loader. This new loader will help the Department with overall DPW related activities as well as snow blowing capabilities.

Looking ahead to 2017, the Department anticipates continuation of the trail and path maintenance program, roadside improvements including stonewall repair, continued improvements to the Transfer Station, improved leaf removal program, and continued development of the Public Works yard and materials handling.

<u>The 2016 Lincoln Department of Public Works Department Staff:</u>

- Chris Bibbo – Superintendent
- Carol Withycombe – Administrative Secretary
- Steve McDonald - Foreman
- Jim Durkin – Crew Chief

- Steve Frias
- Brian Kerrigan - Mechanic
- John Neri
- Ian Sears

Steve Frias was hired in May 2016 as a new Crew Member.

Michael Desmond resigned his position as a Crew Member in November, 2016.

Antonio Clemente transferred to Public Safety as a dispatcher in December 2016.

## CEMETERY COMMISSION

Susan Harding
Conrad Todd
Manley Boyce, Chairperson
Susan Brooks, Agent for the Cemetery Commission and Town Clerk

2016 was a year of great accomplishment for the Lincoln Cemetery Commission and for the people of the Town of Lincoln.

A new garden shed now sits on the corner of the newly cleared piece of property slated for future expansion to the cemetery. This small structure will house cemetery maps, small hand tools and battery operated trimmers to assist our dedicated caretaker, Joseph Cotoni, in our effort to go "Green".

You may have noticed the attractive plantings of shrubs and trees by the garden shed. They were artistically and thoughtfully chosen by committee member, and horticulturist, Susan Harding, and graciously donated by George Hibben. Five large leaf and 4 smaller leaved plants now complement our shed and will thrive in this habitat due to their expertise and generosity. The committee thanks both Susan and George for their kindness; look for the Rhododendrons to flower in late spring.

Another generous contribution to the cemetery was an American Elm Tree. This native and hardy tree, a gift from Alaric Naiman, was planted by the stone wall overlooking Flint's Field. Easily able to withstand frigid New England winters, this resplendent addition will enhance the landscape for generations to come.

The commissioners are currently working on a project with Lincoln Conservation Planner, Angela Kearney, in the designing of the layout for the new additional land by the garden shed. Once designed, the surveyors will be able to map out proposed lots for this new area which will be known as Fern Way.

Always looking ahead, the committee is focused on repaving the road from the Lexington Road entrance by the pond and procuring solar panels as a charging system for our "green equipment" and as a security measure for the shed as well as continually searching for new parcels of land for future needs of the cemetery.
The Cemetery Commissioners give a hearty "shout our" to Susan Brooks, our dedicated and hardworking agent; Joseph Cotoni, our caretaker; Steve McDonald, specifically, along with the entire crew and administrators of the Lincoln Highway Department; town officials and employees and especially the people of the Town of Lincoln whose continued support allow us to fulfill our mission of caring and commemorating our loved ones. There were thirty-seven interments in 2016; nineteen were full burials and eighteen were cremains. Twenty-seven deeds were sold in 2016.

## ROADWAY AND TRAFFIC COMMITTEE

Renel Fredriksen
Ken Bassett, Chair
Margaret Olson
Beth Ries
Alex MacLean
Deborah Howe

The Roadway and Traffic Committee continues in its role as an advisory body to the Board of Selectmen on issues related to the Town's roadway network. The Committee's membership consisting of Town officials and citizen volunteers provides a forum for discussion of roadway related issues, including public safety, traffic management, and aesthetics. This year's Committee activities benefitted from Town resident participation in identifying specific opportunities to improve public safety, particularly in situations impacted by increased traffic volumes.

A continuing role of the Committee is the review of design recommendations for roadway and roadside improvements. Management of the Town's roadway network is challenged by the often conflicting efforts to accommodate greater use while at the same time preserving historic character. The Committee advises the Selectmen on specific design choices that may affect the character of roadways and adheres to the policy of retaining existing pavement widths in roadway repair and repaving projects. As awareness grows of the need to accommodate a broader array of non-motorized uses in our public right-of-ways the Committee anticipates opportunities to contribute to design solutions.

## WATER DEPARTMENT

Bob Antia
Ruth Ann Hendrickson
Packy Lawler, Chair
Gregory Woods, Superintendent

Established in 1872, Lincoln's Water Department (LWD) provides clean safe drinking water to its customers and fire flow protection throughout the town. Lincoln's water comes from Flint's Pond (primary) and the Tower Road Well (secondary). Flint's Pond water is purified by an advanced microfiltration plant and then pumped into the distribution system, including the storage tank on top of Bedford Hill near the end of Hilliard Road.

Lincoln's position at the head of the watershed plus the wisdom of previous generations in protecting the watershed by selected land purchases and by-laws means that Lincoln has some of the purest drinking water in the state.

Governed by three elected Commissioners, the Department is funded totally by user fees. We do receive certain accounting, insurance, and personnel services from the general town government, for which we are billed. While LWD is self-funded, our budget and capital expenses are approved at Town Meeting and we maintain liaisons with various town entities.

In FY2016 LWD collected approximately $1,290,710 from water bills and expended approximately $959,670 in operating expenses, resulting in the addition of $331,040 to Retained Earnings. The Commission targets a retained earnings balance of approximately $1M to support future capital expenses; the current balance in this account is $1,354,927. The average annual residential water bill is about $520.

Our expenditures have remained relatively stable over the last eight fiscal years, at roughly $1,000,000 per year, staying at or below the Finance Committee's recommended budget increase each year. We are particularly pleased that the FY18 budget is below the Finance Committee's 2.5% increase target.

The water level in Flints Pond decreased significantly as a result of ongoing drought conditions. For the second year in a row, precipitation levels were below normal and the pond level lowered in response to increased water demand. The dry weather resulted in a record amount of water being used in 2016. A mandatory water ban was instituted on August 21st and water levels have stabilized and are slowly rising. If pond levels do not increase significantly by the spring, the mandatory water ban may be extended.

The Flints Pond dam was rehabilitated in order to meet current Office of Dam Safety design requirements for a 50-year storm. The dam exists on the southern tip of the pond and allows for the control of the top two feet of pond elevation. The earthen embankment on either side of the concrete dam was excavated, and replaced with compacted borrow to an elevation that would channel water flow over the concrete dam during a 50-year storm. The face of the earthen berm was lined with stone to protect against erosion.

The DEP issued the Town's current water withdrawal permit in 2013. There are two major permit provisions with respect to water consumption: that we achieve the state-wide goal of 65 gallons per person per day residential use, and that our total annual withdrawal, including non-residential users and unaccounted for (lost) water not exceed 182 million gallons per year. Unfortunately in 2015 and 2016 our residential gallons per capita day were 79 and 73, respectively. We have only achieved the residential water use goal once in the last seven years. This, in addition to our unaccounted for water amounts, means, we have not yet to meet the total annual withdrawal limit.

The Department continued its aggressive efforts to reduce leaks in the mains and service lines in an effort to reach the DEP mandate of less than 10% unaccounted for or lost water. Using a new, more sensitive technology, we identified ten service line leaks and three water main leaks, all of which have been repaired. The estimated total leakage rate was estimated to be 93,600 gallons per day. The leak detection program will continue annually as we attempt to reduce our water use by minimizing lost water.

The Department is also working to inform residents about residential water conservation strategies. To encourage compliance with the DEP water usage guidelines, the LWD continued water conservation outreach, including education flyers and a low-cost rain barrel event. The on-going rebate program to residents toward the purchase of qualifying low flow toilets, washing machines and lawn irrigation moisture sensors awarded rebates for three toilets and three washing machines. In 2016 we began to offer rebates for low-flow bathroom faucets as well. The LWD urges our customers to take advantage of these programs and to strive to reduce their water consumption.

Water Commissioners Hendrickson and Lawler gave a presentation on the Council on Aging entitled "Keeping the Waters of Life Flowing: Water Conservation and Infrastructure in Lincoln". Superintendent Woods was a panelist for the Lincoln Land Conservation Trust's September presentation entitled "Brown is the New Green: Drought Panel". Both presentations focused on the need for water conservation during both times of drought and normal precipitation.

The Commissioners are grateful for the support of our Superintendent Greg Woods and his dedicated staff, Heather Clary, Rose Murphy, Jeremy Bernard and Victor Vasselin.

## LAND USE BOARDS AND DEPARTMENTS

### PLANNING BOARD

Margaret Olson, Chair
Lynn DeLisi, Vice Chair
Richard Rundell
Gary Taylor
Steve Gladstone

**Staff –** In late January, 2016 the Town hired Jennifer Burney as the new Director of Planning and Land Use who has focused on Planning initiatives, grants, and short and long term goals. Paula Vaughn-MacKenzie was promoted to full-time Planning and Land Use Administrator and focuses on applications and other matters before the Board and works closely with the Director on planning initiatives and goals.

**Permitting Activities -** The Planning Board's work is comprised of ongoing permitting activities, amendments to the Zoning Bylaw and Subdivision Rules, regional projects, grants, planning studies and South Lincoln planning.

The Planning Board conducted Site Plan Review, reviews of applications for the demolition and construction of single-family homes, modification requests to prior site plan approvals, fence and sign applications, and ANR plan endorsement requests. The Board also took up policy and procedure issues to streamline the Site Plan Review process to simplify the process for applicants and focus the board's attention where it most benefits the town. Planning Staff developed a new process and procedure for the Board to review equipment modifications for wireless facilities. This new procedure brings the Town into compliance with the Federal Telecommunications Act.

Major projects this year included:

- Approval of a site plan application by Care Dimensions to construct a 25,000 square foot hospice care facility on Winter Street which is currently under construction.

- Approval of a site plan application by McLean Hospital.

- Planning staff met with the Birches School, Rural Land Foundation and Lincoln Parks and Recreation on a project that will be before the Planning Board in January 2017. The 16 acre site will include an athletic field for Parks and Recreation, a school building for the Birches School, a parking lot for the field and school, and conservation land.

- Planning staff met with Minuteman Regional Vocational Technical for construction of a new school. The 65.71 acre site is divided between Lexington and Lincoln. The current school is located in Lexington and the new school will be located in Lincoln. The proposed access to the school will remain the same. The applicant will be before the Planning Board for Site Plan Review in early 2017.

**Regulatory –** The Board brought a zoning amendment to the 2016 Town Meeting limiting light pollution by requiring lighting to be full cutoff and to restrict color temperature to 3000K. This zoning article was successfully passed.

The Planning Department attended many meetings on the Zoning Reform Bill which was passed by the Senate on June 9, 2016. Because the Bill was not taken up by the House of Representatives, the Bill will be refiled when the House and Senate reconvene again in early 2017.

The Board worked cooperatively with members of the various committees on the following zoning amendments which will be brought before Town Meeting in 2017.

- Recreational Marijuana - The Town is currently working closely with Town Counsel to place a moratorium on recreational marijuana to allow the town time to draft a bylaw and/or regulations.

- Solar Installations - The Planning Board and Green energy Committee are co-sponsoring an amendment to the Solar Bylaw to eliminate the roof top set back requirement and allow waiver provisions.

- Agricultural Bylaw - The Agricultural Commission is presenting a bylaw that would allow small scale farming on lots fewer than 5 acres.

- Affordable Accessory Apartment Bylaw - The Housing Commission hired Consultant Pam Gallup to develop an Affordable Accessory Apartment Bylaw for units to be included on the DHCD's subsidized housing inventory.

**Land Use Efficiencies -** There was a continued effort to coordinate functions of the land-use staff and Chairs. To improve communication, the Land Use Chairs met quarterly (Housing Commission, Board of Selectmen, Planning, Agricultural Commission, ZBA, Conservation Commission, and Historic Commission) and the Planning Department scheduled several staff meetings to coordinate permitting on multi-board applications. The Planning Department also created a webpage where all applications and supporting documents can be found.

**Regional and local projects that the Planning Board and staff kept up-to-date on:**

- Route 2 project as it moves towards completion this spring
- Carrol School re-development located in Wayland and abutting Lincoln
- Waltham Redevelopment of the Polaroid Site
- MBTA telecommunication towers
- Hanscom Airforce Base weather Doppler
- Lincoln Woods Renovation.

The Board and Planning Department participates with various regional organizations, such as HATS (Hanscom Area Towns), CAC (Massport Community Advisory Committee), MAGIC (Minuteman Advisory Group on Interlocal Coordination), the Battle Road Scenic Byway, and the MAPC (Metropolitan Area Planning Council and attends meetings on regional transportation projects.

**Initiatives, Studies and Grants**

Massachusetts Small MS4 General Permit the Town along with other MAGIC communities was awarded $102,000 in grants to work with MAPC on complying with stormwater requirements which will become effective on July 1, 2017.

Compact Communities - The Town entered into a voluntary, mutual agreement with the Baker-Polito Administration. The Town will focus on best practices and The Commonwealth will offer technical assistance, grants to assist with best practices and extra points on certain grants.

Housing & Economic Development – The Town has been awarded a grant of $25,000 through the Compact Communities to assist the Planning Board with its efforts to make South Lincoln a vibrant Town Center.

Hazard Mitigation Plan - The Federal Disaster Mitigation Act requires all municipalities that wish to be eligible to receive Federal Emergency Management Agency (FEMA) funding for hazard mitigation grants, adopt a local hazard mitigation plan. This planning requirement does not affect disaster assistance funding. The Town is working with MAPC to update a draft plan for approval by FEMA which will be submitted in early 2017.

Complete Streets - The Town has been awarded $50,000 for technical assistance to help the town develop a prioritization plan. The next step is to submit the Complete Streets Policy and Prioritization Plan to the Board of Selectmen for approval and then to the State. Once approved, the Town can apply for funding of up to $400,000 for specific projects.

**Lincoln Station**

The Board began work to develop a plan for the revitalization of South Lincoln. The Planning Board is creating a new subcommittee; South Lincoln Planning Implementation Committee (SLPIC) which will focus on project specific planning projects within South Lincoln. The Planning Board also recommended to the Board of Selectmen the creation of an Economic Development Advisory Committee (EDAC) which will create a platform for the business and Not-For-Profit community to collaborate.

Conway School – Planning Department, and Conservation Department staff and the Rural Land Foundation worked as an Advisory Group with the Conway School, a landscape and environmental design graduate school, to create a vibrant, walkable town center focusing on visual cohesiveness, improvement of pedestrian & multimodal connections, and ways to complement the Complete Streets program.

Department of Housing and Community Development (DHCD) – Downtown Initiative – The Board applied for A $10,000 technical assistance grant to provide retail consulting services for best retail practices to existing businesses.

MAPC – The Board applied for a technical assistant grant to create a more vibrant town center.

In summary, as the economy improves the Board continues its commitment to fairly and efficiently perform its duties as it balances competing land use goals and development. The Board has also reenergized its focus on long and short term planning initiatives and the revitalization of Lincoln Station.

## ZONING BOARD OF APPEALS

Vinit Patel, Associate Member
Kathleen Shepard
Eric Snyder
David Summer
William Churchill, Associate Member
Joel Freedman, Co-Chair
David Henken, Co-Chair

The Zoning Board of Appeals (ZBA) is a land use board that interprets and applies the Town's zoning bylaw. It decides on a case by case basis requests for variances, special permits and appeals of decisions of the Building Commissioner, considering the impact on the town and neighborhoods and the requirements of the bylaw and State law.

The Board welcomed William Churchill as a member during 2016. The Board is seeking 1 volunteer to bring it to a full complement of 8 members.

2016 was an active year, with 13 monthly meetings and 32 applications and special permit renewals heard. The list below represents requests that were considered by the Board in 2016, listed by the date of the initial hearing.

**January 7, 2016**

Singh, Sabita & Jensen Richard, M/P 155-1-0, 161 Concord Rd., for a special permit under 14.3 of the bylaws for an accessory apartment. GRANTED

Donaldson, Nancy, M/P 144-44-0, 21 Trapelo Rd., for a special permit to construct an addition to a non-conforming structure on a non-conforming lot. GRANTED

**February 4, 2016**

Skenderian, Joseph and Amy, M/P 113-18-0, 24 Sunnyside Lane for special permit to enclose an existing balcony and create a bedroom. GRANTED

Mirsa, Bijoy & Subarna, M/P 114-1-0, 180 Bedford Rd. for a special permit for a 2nd floor addition of a bedroom, den and bath. GRANTED

Keka, Arben and Marina, M/P 119-35-0,157 Bedford Rd., for modification to a previously approved special permit. GRANTED

**March 3, 2016**

Fretland, Adrian and Jennifer, M/P 177-69-0, 8 Pine Ridge Rd., a special permit to construct a new garage and kitchen addition to a nonconforming structure. GRANTED

Engstrom, Harold, M/P 145-25-0, 27 Old Farm Rd., for a special permit to construct a shed on a nonconforming lot. GRANTED.

**April 7, 2016**

Van Vleck and Nydam, M/P 161-1-0, 2 Lewis St., continued from March for a special permit to construct alterations and make landscape improvements. GRANTED

**May 5, 2016**

**June 2, 2016**

Robbat, Joe & Dana, M/P 139-2-0, 151 Old Concord Rd., for an amendment to the original approved special permit for an accessory apartment. GRANTED

Mayer Tree, M/P 161-5-0, to modify and transfer the original special permit. - GRANTED

Renewal of special permit for accessory apartment, section 14.3 of the bylaws:

Williamson, MaryAlice, M/P 169-29-0,15 Conant Rd.
Boit, Christopher, M/P 134-16-0, 61 Bedford Rd.
Altman, Sylvia & Julia, M/P 179-26-0, 5 Boyce Farm Rd.
Pontin, Johan & Laura, M/P 144-3-0 19 Bedford Rd.
Nicholson, James, M/P 162-12-0, 14 Meadowdam Rd.
Corkins, Kathleen, M/P 142-4-0, 10 Baker Bridge Rd.

**July 7, 2016**

Whitman, Nicholas & Shortsleeve, Catherine, M/P 137-17-0, 12 Granville Rd., for a special permit an addition onto rear of structure. GRANTED

DuToit, Gerard & Beth, M/P 181-34-0, 155 Weston Rd., for a special permit to replace and enlarge existing greenhouse. GRANTED

Rosen, Seth and Lisa, M/P 134-17-0, for a special permit to replace existing porch with mud room and enclose porch. GRANTED

**August 4, 2016**

Riemer, Nancy & Peltz, Lawrence, M/P 119-27-0, 10 Morningside Lane for a special permit to construct a vestibule at the front door. GRANTED

St. Anne's in-the-Field, M/P 155-3-0, 149 Concord Rd., variance to install solar panels on garage. GRANTED

**September 8, 2016**

Ferris, Jon & Kristen, M/P 152-28-0, 38 Lincoln Rd., variance to construct an addition connecting garage to primary residence GRANTED

Greenspun, Philip, M/P 152-8-0, 10Beaver Pond Rd., special permit for accessory apartment. GRANTED

Fallon, Robert & Monaghan, Jennifer, M/P 178-15-0 23 Boyce Farm Rd., special permit to convert pool house into an accessory apartment GRANTED

**October 6, 2016**

Packineau, Jessica and Jason, 148 Lincoln Rd., M/P 162-29-0, special permit to extend the existing porch and create a screened in porch GRANTED

**November 3, 2016**

Warf, Ben & Cindy, 15 Old Sudbury Rd., M/P 179-27-0, to transfer and renew special permit for accessory apartment GRANTED

Bureau, Sandy & Sias, Hannah, 109 Old Sudbury Rd., M/P 177-30-0, for a special permit for an accessory apartment under section 14.3 WITHDREW

McLean Hospital Corporation, 16 & 22 Bypass Rd. M/P 109-15-0, M/P 109-16-0, appeal of the Building Inspector's decision OVERTURNED

**December 8, 2016**

Hedlund, Holly, 21 Sunnyside Lane, M/P 113-24-0, special permit for a tree/house play structure GRANTED

Feinberg, Neil, 104 Concord Rd., M/P 180-14-0, renewal of special permit for accessory apartment GRANTED

McCart, Robert, 14-16 and 22-24 Lewis St., M/P 162-38-0, 161-3-0, special permit for time extension GRANTED

Cody, Roger, 10 Twin Pond Lane, M/P 180-14-0, special permit for an accessory apartment WITHDREW

**HISTORIC DISTRICT COMMISSION and**
**LINCOLN HISTORICAL COMMISSION**

Douglas Adams
Christopher Boit
Frank Clark (Alternate – HDC/LHC)
Judith Lawler (Alternate – HDC/LHC)
Andrew Ory
Richard Rundell (Historic District Commission only)
Lynn DeLisi (Historic District Commission only)
Lucretia Giese (Chair for LHC)
Andrew Glass (Chair for HDC)

In 2016 Lynn DeLisi replaced Bryce Wolf as the representative from the Planning Board for the Historic District Commission. We wish to thank Bryce Wolf for her many years of service and invaluable contributions to the HDC.

The Lincoln Historical Commission is responsible for preservation of all buildings and structures outside the Historic District, reviews requests for demolition under the Demolition Delay By-law, and is responsible for overseeing two houses under a Town-held Preservation Restriction Agreement. The Historic District Commission reviews applications for all exterior above-grade changes within the District visible from a public way.

**Lincoln Historical Commission**
Demolition Approvals:
121 Winter Street – garage
129 Winter Street – house
8 Pine Ridge Road – attached two-car garage and screen porch
15 Old Sudbury Road – more than 25% of the accessory structure
5 Hawk Hill Road – remove more than 25% of the roof in order to add insulation

Demolition Approvals: (After Demolition Plan Review):
(Considered Historically/Architecturally Significant but not Preferably Preserved)
12 Silver Hill Road – house, detached garage and storage sheds
80 Tower Road – house
237 Old Concord Road – house

Demolition Approvals: (12-month Delay Waived)
(Considered Historically/Architecturally Significant and Preferably Preserved)
15 Stonehedge – house and detached garage (after 5-month deliberative process)
135 Weston Road – house (after 3-month deliberative process)

Properties under 12-Month Delay:
(Considered Historically/Architecturally Significant and Preferably Preserved)
6 Millstone Lane – house
12 Woodcock Lane – house

**Historic District Commission**
Certificates of Appropriateness:
28 Lincoln Road – repair windows and replace gutters and downspouts
58 Codman Road – extend cedar fence along driveway
53 Bedford Road – convert small side porch into a mudroom
4 Bedford Road – modify certain details of a previously approved plan for the First Parish Stearns Room
38 Lincoln Road – demolish existing 1971 addition and rebuild the addition to match original house; connect main house to existing garage with one-story breezeway
58 Codman Road – enclose section of Barn D in order to create a food-handling station
16 Weston Road – replace wood gutters on house and barn with material other than wood
58 Codman Road – erect a hoop-house tent to house chickens in winter

Certificates of Non-Applicability:
61 Bedford Road – replace window in first floor guest bathroom
16 Bedford Road – replace existing roof on Parsonage carport
48 Bedford Road – replace existing fence with like materials
7 Lincoln Road – restore existing fieldstone wall and remove stone pillars and replace with granite pillars
68 Conant Road – replace damaged clapboards with like material
4 Bedford Road – replace existing shingles with like material on White Church
49 Bedford Road – make repairs to the chimney and roof with like materials
Five Corners Intersection – install granite flat cobble stone flush to ground at the Flower Pot for Lincoln Garden Club
48 Bedford Road – replace windows on the second floor with like materials
2 Weston Road – replace the roof shingles on house with like materials

Preservation Restriction Agreement:
61 Bedford Road – make renovations to first floor guest bathroom

In 2016, the HDC members met with the Solar Sub-Committee in order to discuss the installation of solar panels at the Codman Farm and Public Safety Building. The HDC indicated that it was very supportive of the use of solar panels, that it would need further information regarding the location of the solar panels at the Codman Farm, and that it had no objection to the proposed placement of solar panels at the Public Safety Building.

The HDC is in continuous negotiations with the owners of the barn at 2 Sandy Pond Road because of its deteriorated condition. The owners are willing to try to stabilize the structure and repair the original barn.

In 2016, inventories of thirty houses in Lincoln were added to the Massachusetts Historical Commission Inventory of Historic Assets of the Commonwealth prepared by consultants Gretchen Schuler and Eric Dray, who were commissioned by the Friends of Modern Architecture and the Lincoln Historical Commission and funded with Community Preservation Act funds. The LHC continues to consider inventorying important for its work as it provides information needed to make appropriate determinations about Lincoln buildings. The MHC is in full support of historical commissions documenting buildings and structures through inventory projects.

In 2016, the Lincoln Historical Commission made its annual inspection visits to the Flint Homestead and the Wheeler House under the Preservation Restriction Agreements governing each house.

In 2016, to the delight and approval of the members of the Lincoln Historical Commission and Historic District Commission, Jack MacLean was appointed Town Historian in acknowledgement of his expertise and knowledge of town history.

## LINCOLN HOUSING COMMISSION

Sharon Antia
Linda Conrad
Peter Georgiou
Mary Sheldon
Allen Vander Meulen, co-Chair
Diana Chirita, co-Chair

**The Housing Commission's Mission**
Our mission is to provide housing for people of low or moderate incomes and for others whose needs are not met by the regular housing market. The Lincoln Housing Commission (HC) is responsible for coordinating all facets of the Town's affordable housing program including planning, advocacy, and policymaking. The Housing Commission is also tasked with the administration of the Town's seven rental units.

**The Affordable Housing Coalition**
Together, the Housing Commission, the Affordable Housing Trust, and the Lincoln Foundation form the Affordable Housing Coalition with a unified mission to facilitate the expansion of affordable housing while preserving the affordable units we currently have on our Subsidized Housing Inventory.

**10% Mandate**
At this time, Lincoln meets the Commonwealth's requirement to allocate 10% of its housing as affordable (i.e., counted as part of Lincoln's Subsidized Housing Inventory [SHI]). However, to maintain the 10% requirement we will need to add 5 or 6 units of housing before the 2020 census is documented. Failure to maintain a minimum SHI of 10% of our housing stock could result in the development of high-density housing that is not in keeping with the goals and intent of Lincoln's local zoning laws.

**Meeting our Goals for 2020**
In 2015, The Housing Coalition explored a number of possible programs and sites to create new affordable housing. All of these projects proved too costly or unfeasible. Therefore, although we will actively pursue other options as they arise, we have chosen to concentrate our efforts on implementing an Affordable Accessory Apartment program. This program is intended to make it possible, and more financially feasible, for local homeowners to convert existing accessory apartments (or create new ones) that meet State requirements for inclusion as part of Lincoln's SHI.

In January of 2016, the Housing Commission hired former HC Member Pam Gallup as a consultant to work with the State's Department of Housing and Community Development (DHCD) and the appropriate Commissions and Boards here in Lincoln, to develop an Affordable Accessory Apartment program for the Town of Lincoln, with the goal of bringing the Program to Town Meeting in the Spring of 2017. At the 2017 Town Meeting the Housing Commission will present a revised Accessory Apartment By Law and two programs to support Affordable Accessory Apartments: a deferred payment grant program and a tax reduction program.

**South Lincoln Planning Implementation Committee**
At the end of December, the Planning Board invited the Housing Commission (among others) to provide a member to sit on the new South Lincoln Planning Implementation Committee (SLPIC), which is tasked with initiating and gathering the resources necessary for projects investing in the community, particularly Lincoln Station and South Lincoln, to make our community a more vibrant attractive place for residents & visitors. Housing Commission member Allen Vander Meulen is currently representing the HC on SLPIC.

**Contributions of Town Employees and Consultants**
The Affordable Housing Coalition could not manage without the administrative assistance of Elaine Carroll, the hands-on approach to facilities management of Gerald O'Doherty, housing consultant services of Pam Gallup, and Mary Day's assistance in navigating requests for proposals. They have all made valuable contributions to our Affordable Housing Program, and their help is deeply appreciated.

**Changes in Membership**
In January of this year Linda W. Conrad resigned from the Housing Commission; and Member Peter Georgiou informed us that he will not be running for re-election. The Housing Commission is actively seeking volunteers to fill these two vacancies.

We wish to thank both Linda and Peter for their input, their efforts, and the wisdom and insights they've shared during their time alongside us here on the Housing Commission. They will be missed.

## CONSERVATION COMMISSION

Ronald Chester
Christine Dugan
James Henderson
Ari Kurtz
Jordan McCarron
Richard Selden
Peter von Mertens, co-Chair

Jim Meadors stepped down from the Commission after a 12-year tenure, 11 years of which he served as co-chair. His integrity, strong environmental commitment, and valuable contributions to natural resource preservation will be missed. Jordan McCarron also departed due to his moving out of Town and we thank him for his service. We also appreciate the many volunteers who helped us throughout the year. Our able and helpful Conservation Department is staffed by Angela Kearney-Conservation Planner, David McKinnon-Land Manager, Jane Layton-Ranger, and Tom Gumbart-Director. Please contact these staff members with any conservation related thoughts or concerns you may have.

A major initiative of this past year was the update of our Open Space and Recreation Plan (OSRP), last completed in 2008. Angela Kearney spearheaded this effort, along with a dedicated OSRP Committee. The new Plan will be finalized in 2017. Valuable GIS work for the Plan was done by Bryn Gingrich, a resident volunteer. Significant public input helped the Committee as it focused on four areas: conservation, recreation, agriculture, and cemetery. We heard from residents that there is a desire for multi-use trails, better connectivity, and enhanced marking and wayfinding; for both recreation and commuting. This is an area where we will make improvements.

We look forward to implementing the OSRP with its 7-year Action Plan guiding our efforts. Some action items are already under way. The current plan for protecting the Wang property embodies much of what the OSRP advocates. This project brings together a variety of stakeholders: the Parks & Recreation Department, the Rural Land Foundation, the Lincoln Land Conservation Trust, and the Birches School. It will provide a much needed athletic field, protect open space and vistas, provide an off-set to the landfill land taken out of open space for the development of solar energy, and give the Birches School a permanent home. Hopefully it will be supported at the 2017 annual TM.

The issue of a proposed solar installation at the landfill received considerable attention and review by the Conservation Commission. Members participated in the Solar PV Working Group to fully evaluate potential sites in Town for solar energy facilities. This Group created the Solar Blueprint for Lincoln and one of its conclusions was to support development of solar at the landfill. The landfill is open space protected by the State's Article 97 law. Disposition of open space is an area of strong concern for the Commission, and all residents. After careful deliberation the Commission did vote to take the landfill out of its protected status, but with a number of conditions that ensure no net-loss of open space.

One of the most important roles of the Commission and staff is to provide ecologically-sound stewardship of Lincoln's trails, fields, and woodlands to accommodate an array of uses. Therefore we need to ensure that resources are available to provide such appropriate land care. Fortunately some of the Commissioners generously donate their project management and technical skills, physical labor, and equipment to help complete many of our major projects. Without this kind of direct support our staff and budget will fall short in keeping pace with the land management issues that exist on our substantial acreage.

Along with our regular work, such as trail maintenance and field mowing, we took on some larger projects with financial support from our agricultural licensing funds. A new bridge replaced the broken one at Upper Browning, a major field edge clearing project was done at Farm Meadow, and deer exclosures were constructed to study the impacts of browsing on the plant community. Long-term monitoring of these exclosures, and other designated plots, is made possible by collaboration with Brandeis Professor of Environmental Studies, Brian Donahue, and Harvard Forest researcher, Jason Aylward. A Brandeis student, Richard Li, interned with the Conservation Department and did a great job of inventorying and mapping field and edge habitats.

The Lincoln Land Conservation Trust, along with many partners, worked hard at establishing a Pollinator Meadow next to the Public Schools. Our Department staff provided a lot of time and equipment for helping getting the Meadow established. In the coming year we will be doing educational outreach and field work on Japanese knotweed management. Another invasive plant that will be targeted for control efforts is the common reed (*Phragmites*).

We continue to meet annually with all farmers on Town land to make sure their activities are in line with our operational guidelines. The Commission is committed to maintaining Lincoln's agricultural heritage and to improving the quality of our soils. There are now 15 farms licensing 200 acres of Conservation land with 4 new farms added in the last few years, each with its own unique program: Blue Heron Organic Farm, Breton Meadow Farm, Codman Community Farms, Cupp & Sons, Down to Earth Farm, The Food Project, Lindentree Farm, Matlock (Flint's) Farm, Plough & Stars Project, Raja Farm, Red Rail Farm, Sweet Spirit Alpacas, Trim Orchard, Turtle Creek Winery, and Verrill Farm.

The Commission administers both state and local Wetlands Protection laws to make sure construction and landscape projects do not adversely affect wetland and buffer zone resources. If you are contemplating a project that may affect land or plants in or near wetlands, please check with the Conservation Department so we can help you start your project with a properly planned approach

## AGRICULTURE COMMISSION

Nancy Bergen
Louise Bergeron
Heather Murray
Stacy Osur
Ellen Raja
Karen Seo
Beth Taylor
Ari Kurtz, Co-Chair
Lynne Bower, Co-Chair

**Third Annual Lincoln Agriculture Day** - On September 10, 2016 the Agriculture Commission sponsored, the Third Annual Lincoln Agriculture Day at the Lincoln Mall, which was hosted by the Rural Land Foundation. This was a very successful event, exposing the town residents to the many different agriculture endeavors and businesses in Lincoln. Twenty different farmers/vendors were present with either their products for sale or exhibiting posters of their agriculture activities. The Fourth Ag Day is now being planned for September 2017.

**Urban Farming:** On May 10, 2016 the AgCom sponsored a discussion on the expansion of agriculture in urban environments and what it means for Lincoln. Jay Harrison from Mass Food Council Advisory Board and Director of Food Project along with Jen Hashley, Director of Tuft New Entry Sustainable Farming Project, gave presentations and led an engaging discussion on growing food in and around our cities

**A Farming Community in Lincoln brochure:** This brochure originally published by the AgCom in June of 2013, was revised and updated in 2016. There were six new farming operations in Lincoln added to the brochure.

**The Pollinator Project:** The AgCom supported the Pollinator Project from the Birches School program.

**Lincoln's Agriculture Zoning ByLaws -** Over the past three years, the AgCom has been working to revise Lincoln's Zoning bylaws pertaining to Agriculture. The revisions are to address current discrepancies between Town's bylaws and Massachusetts State Laws pertaining to agriculture. Also, to clarify the circumstances for farms between two and five aces, who engage in the raising and selling of livestock. Ari Kurtz and Lynne Bower provided a presentation explaining the proposed changes at the State of The Town meeting on November 5, 2016.

**Lincoln's Right to Farm Bylaw** - The Town of Lincoln passed a Right to Farm Bylaw at Town Meeting on March 26, 2011. The public notice for the Right to Farm Bylaw is published below for all new residents.

"It is the policy of the Town of Lincoln to conserve, protect and encourage the maintenance and improvement of agricultural land for the production of food and agricultural products, and also for its natural and ecological value. This disclosure notification is to inform buyers and occupants that the property they are about to acquire or occupy lies within a town where farming activities occur. Such farming activities may include, but are not limited to, activities that cause noise, dust, and odors. Buyers or occupants are also informed that the location of property within the Town may be impacted by commercial agricultural operations including the ability to access water services for agricultural use under certain circumstances."

## GREEN ENERGY COMMITTEE

Ed Lang
Jim Hutchinson
Sue Klem
Jennifer Morris
David O'Neil
John Snell, chair

**Town staff** — Mary Day, Assistant Town Administrator, and Michael Haines, Facilities Manager, provide Town administrative and technical assistance to the Green Energy Committee.

**Municipal energy use reduction** — Lincoln is guided by a commitment it made as a Massachusetts Green Community designee in 2010, with a goal of reducing municipal energy use by 20% within five years of its self-determined baseline year of 2009. Municipal energy use includes electricity, natural gas, fuel oil, and gasoline and diesel fuel used by Lincoln's town-owned facilities, vehicles, and street lights.

In 2016, overall municipal electricity use for Lincoln's major town-owned buildings was 9% lower than the 2009 baseline, still falling short of our 20% goal by 2014. **Additional energy efficiency measures will need to be installed at the Lincoln school complex in order to meet this target.** Natural gas use in 2016 for all municipal buildings was 23% lower than the 2009 baseline. A major contributing factor in the savings was a warm winter in FY2016, so energy savings may be less in future years. Another factor was renovations at Town Offices, which added central air conditioning, and thus increased the building's electricity use by 126%. Energy savings in Lincoln's vehicle fleet and water department will continue to be challenging. Lincoln's street lights have already been converted to LED. Committee members will continue to work in 2017 to assess and optimize energy performance in various municipal buildings, as well as to investigate opportunities to lower emissions from the municipal vehicular fleet.

**Municipal renewable energy** — GEC participated in a solar PV Working Group that the Selectmen assigned to assess and recommend appropriate sites for the installation of solar PV on town-owned facilities and land. That group consisted of Tim Higgins, Town Administrator; Tom Gumbart, Lincoln Conservation Officer; Renel Fredriksen, Selectman; Peter Von Mertens, Conservation Commission; Jim Henderson, Conservation Commission; John Snell, Green Energy Committee; and Gary Taylor, Planning Board. Working with Solar Design Associates (SDA) of Harvard, Mass., the group assessed 25 potential municipal sites, assigning a letter grade (A–C) for each site's solar viability. Two sites were recommended for near-term solar installation: (1) the Public Safety building roof with up to 45 kW capacity; and (2) the capped landfill site at Lincoln's Transfer Station with up to 1 MW capacity. Combined, the sites have the potential to power more than 50% of Lincoln's municipal electrical supply. In December 2016, the Conservation Commission approved a land swap to accommodate Article 97 provisions requiring replacement of the landfill site's portion of the Town's conservation land stock. Additional Town, State and Utility approval requests, financial analysis, contract negotiations, and other technicalities will continue through 2017.

**Residential energy use reduction** — Lincoln contracted with Next Step Living, an energy services company, to promote and perform no-cost home energy assessments (HEAs) and subsequent energy-efficiency measures throughout Lincoln. The Lincoln Energy Challenge, as it is known, is made possible through Mass Save, and has a goal of performing 200 HEAs. A total of 59 were completed, a number reflective of the abrupt closure of Next Step Living in March 2016 and changes with our subsequent service provider contracts. Mark Deck, a volunteer with GEC, has contacted homeowners to assess their experiences of the process and better determine how to improve the effectiveness of the HEAs that were performed. Lincoln Energy Challenge organizers are now confident that their current service contract with Co-op Power and HomeWorks Energy will lead to improved results. The committee also hosted a town-wide workshop on residential energy-efficiency measures in November. Homeowners are encouraged to call 617-752-1259 or visit LincolnEnergyChallenge.org if they have not have a home-energy assessment performed within two years.

In fall 2016, Sue Klem and Lynne Smith were successful in receiving a grant for up to $7,000 from National Grid for continued marketing and promotion efforts for the Lincoln Energy Challenge throughout 2017. The final grant amount will hinge on the number of energy audits that Lincoln residents request and the number of energy-efficiency measures residents install.

**Residential solar** — Jim Hutchinson and Sue Klem proposed to the Planning Board in December 2016 a bylaw change that would eliminate the required one-foot setback for solar installation on rooftops, raise the height limit for pole/ground mounted systems from 10' to 12', and make Planning Board waiver provisions more consistent. This change would increase the amount of solar PV that can be installed in Lincoln. The Planning Board approved these changes, which will be voted on via a warrant article at Town Meeting in March 2017.

The GEC is looking to partner with Sudbury, Wayland, and Natick in 2017 to engage in another Solarize Mass initiative, which would encourage and promote options and incentives for solar installations throughout Lincoln.

**Municipal aggregation** — GEC is investigating opportunities for Lincoln to purchase electricity on behalf of town residents and business owners. Options include purchasing electricity at a potentially lower rate and/or have it include up to 100% renewable energy.

## LIBRARY, RECREATION AND SCHOOLS

### TRUSTEES OF THE LINCOLN PUBLIC LIBRARY 2016

| | | Term Expires |
|---|---|---|
| Jacquelin Apsler, Chair | Selectmen's Appointee | 2017 |
| Martin Dermady | School Committee Appointee | 2019 |
| Jack French | Self-Perpetuating | |
| Jen James | Elected | 2019 |
| Kathleen P. Nichols | Self-Perpetuating | |
| Peter Sugar | Self-Perpetuating | |

**Vision Statement**

As Lincoln's intellectual and cultural center, the Library supports life-long learning and literacy, local written and artistic expression, preservation of local history, access to information technology, and the sharing of knowledge and ideas.

**Statistics**

Use of the library is expanding overall. While the number of items checked out decreased slightly, reference questions rose by almost 13% and the number of programs increased by almost 10%. Remote use of the library by patrons downloading eBooks, eAudios, and eVideos increased significantly.

With the closing of the pre-school at Hanscom Air Force Base, more Hanscom parents are bringing their children to Lincoln pre-schools. We mail copies of our seasonal brochures to HAFB's Public Affairs office and our Children's Librarians make presentations at the Hanscom schools about our summer reading program. The number of items checked out by Hanscom residents increased from 1,689 during FY2015 to 4,169 during FY2016.

| | FY2015 | FY2016 | % Increase |
|---|---|---|---|
| Total Circulation | 165,351 | 162,768 | -1.56% |
| Digital Circulation | 2,715 | 8,468 | +211.9 |
| HAFB Circulation | 1,689 | 4,169 | +146.83% |
| Reference Questions | 9,903 | 11,175 | +12.84% |
| Programs | 434 | 476 | +9.68% |
| Program Attendance | 11,424 | 8,193* | -28.28% |
| Patron Visits | 88,675 | 88,071 | -0.68% |
| Website Visits | 63,621 | 65,144 | +2.39% |
| | | | |
| * Some data was lost during a conversion | | | |

**Programming Highlights**

Classic Jazz is the library's longest running program and its 37th season began last September. We have three monthly book groups for adults and two monthly book groups for kids. There are also monthly programs for people with diverse artistic talents (Photoshare, Traditional Jazz Jams, and Lincoln Open Mike Acoustic). Anyone may attend any library program even if they have not read the book or do not have the featured talent.

Beginning July 1, the library was opened on Thursday evenings. (Thursday evenings were cut in 1992.) This increase in the number of hours that the library is open makes it more convenient for people to use the library. We are also offering additional programming on Thursday evenings.

The *Great Male Voices of Opera* was a very popular series of programs featuring tenors, baritones and basses.

The First Parish in Lincoln's meditation group moved their meetings to the library while their church is undergoing construction. In the fall they gave an introduction to meditation for anyone who wanted to join their sangha. They welcome newcomers and will continue to meet at the library until construction is finished.

Our 2016 *Summer Reading Program* reached 364 patrons, including 41 teens and 56 adults. Even with the minimum grade to participate increasing from grade 3 to grade 4, we still had over thirty children at the *Great Summer Sleepover.*

**Building and Grounds**

A modification was made to the ducts in the archives area to keep warm air in the Archivists Office from getting into the vault. Electricity consumption has decreased as a result.

The roof of the Preston building was repaired to stop a leak. Specifically, a new copper valley, gutters, and downspouts were installed where the Tarbell Room and DeNormandie Room meet. After this work was finished, repairs to the water damaged plaster walls were made.

An engineering assessment of the three air conditioners that were installed in 1989 was made to provide options for their replacements. These HVAC units use Freon for cooling. Technology has changed significantly since 1989 and will make it possible to install new air conditioners that are more energy efficient and environmentally friendly.

## LINCOLN TOWN ARCHIVES

Susan F. Brooks, Town Clerk, Co-Director
Barbara Myles, Library Director, Co-Director
Marie Wasnock, Archivist

### Accomplishments

#### Reference and Research

- The Archivist and Reference Librarians answered 111 local history and genealogy questions in person, by phone, and by email. They retrieved archival material from the vault for researchers to study.

#### Collections and Access

- The Community Preservation Committee approved funding for the conservation treatment and scanning of some of our most valuable, fragile, and frequently accessed items. Conservation and preservation treatment has been completed by the Northeast Document Conservation Center (NEDCC). Among the collections treated this year were:
    - Isabel Peirce Collection (Civil War letters)
    - Joshua Child Collection
    - Assessors' Records, 1760-1833
    - Maps of Lincoln by Samuel Hoar, 1772 and 1795
- The Archivist is re-housing, organizing, and describing several collections including: Recent historical house and building inventories created by the Lincoln Historical Commission; Lincoln School yearbooks and lists of 8th grade graduates (1918-2015); Flint Homestead documents (1646-1906); Ledgers of supplies and labor (1912-1923) by builder Robert D. Donaldson; Papers from the Flint and Chapin families and former town historian Margaret (Peg) Martin; Municipal records from the Planning Board and Town Clerk.
- The Joshua Child Collection has been added to our "Online Collections": https://www.digitalcommonwealth.org/collections/commonwealth:pc28b4298
- The War Memorial Book listing all war veterans from Lincoln is also now available online: https://archive.org/details/warmemorialbook00linc
- To view all of the archival collections currently available online, please see:http://www.lincolnpl.org/services/archives/online-historical-collections

#### Special Projects and Features

- As part of the "40 Years of Community" fair at the Pierce House, the Archivist created a photo exhibit showing scenes from Lincoln's Fourth of July parades throughout the years.
- In May, the Lincoln Town Archives was featured in the Northeast Document Conservation Center (NEDCC) newsletter. The article titled, "Wrought in Lincoln: Town Clerk's Office and Public Library Collaborate to Create the Lincoln Town Archives" features the development of Lincoln's archive and provides photographs of some of our most interesting documents and artifacts. The article may be read here: https://www.nedcc.org/about/nedcc-stories/lincoln-town-archives
- Deputy Town Clerk Valerie Fox compiled and formatted the original Arbor Vitae Cemetery gravestone photographs by Fred Tingley into a booklet, complete with grave information and transcriptions.

#### Donations

The Lincoln Town Archives would like to thank the kind donors who have entrusted valuable documents and objects in our care.

- Margaret Flint Weir - Additional papers to the Flint-Chapin Family Collection.
- Fred Tingley – Digital files/scans of his original Lincoln Gravestone photos, as well as a spreadsheet containing gravestone information.
- Belinda Gingrich – Planning documents for the Lincoln Directory
- Jen Hanson - Lincoln Mohawks and Concord baseball team photos, circa 1940s-1960s
- Martha Lufkin – *Fence Viewer* materials, papers, and photographs from the estate of Sareen Gerson, former editor of *the Fence Viewer*, 1950s-1970s.

## PARKS AND RECREATION COMMITTEE

Douglas Carson
Patty Donahue
Jonathan Dwyer, Chair
Chris Fasciano
Margit Griffith
Ginger Reiner

*OUR MISSION* - The Lincoln Parks and Recreation Committee supports the Parks and Recreation Department (PRD) in providing affordable and diverse leisure opportunities, community-based special events and safe recreational facilities to enhance the quality of life for Lincoln residents of all ages. The Committee sets policy and oversees all facets of the department including: community programs and special events, athletic fields, tennis courts, playgrounds, public parks, the Codman Pool, and the Lincoln Summer Day Camp; as well as strategic facility planning and development.

*PROGRAMMING INFORMATION* - During the school year we offer a wide variety of children's programs, special events, trips, sports and adult education classes. All Lincoln residents are encouraged to participate. A full list of program and facility information, as well as online registration is available at *www.LincolnRec.com.*

In fiscal year 2016 PRD provided over 130 programs to 1,319 different individuals ranging in age from 8 months to 92 years and enrolled over 3,800 participants in our activities with many additional residents being served through our public events. Preschool age programming accounted for 12% of enrollment, school age programming accounted for 65% of enrollment and adult programming accounted for 23% of enrollment.

Each season, PRD runs approximately 8 weekend programs, 8 daytime programs, 25 afterschool programs and 8 evening programs. We'd like to acknowledge the hard work of our staff and instructors who make these programs so successful.

Under the umbrella of our Events Subcommittee, we oversee annual town-wide events including Patriots Day, Memorial Day, July 4th, the Summer Concert Series, and Winter Carnival. These large events could not happen without the support of the Lincoln Minute Men, the Girl and Boy Scouts, Public Safety, Public Works and our sponsoring businesses. And a special thank you to all our volunteers for a job very well done!

We deliver these services at a low-cost to the Town, as user fees typically recover a large percent of our annual operating budget. We offer all our programs via web registration and accept credit card payments. As the Town navigates challenging fiscal waters, we strive to contribute (and not deplete) town resources and add to the fabric of daily life.
In addition to this work, we participate in a number of Town committees including the Community Preservation Committee, the Town Website Redesign Committee, the Leaf Blower Study Committee, the PMC Kids Ride Committee and the Lincoln School Safety Committee.

*OFFICE INFORMATION* - The Parks and Recreation Office is located in the Hartwell A Pod on Ballfield Road. We would like to thank the Lincoln Public Schools for their continued support by providing office and programming space. The office is generally open 8:30am - 4:30pm, but we recommend calling (781-259-0784) before you come by as our staff may be out supporting programs.

*FACILITY INFORMATION* - PRD maintains the town's athletic fields and baseball diamonds for the benefit of the public schools, sports leagues and community programs. Lincoln fields suffer because they do not have a season of rest, are not irrigated or treated for pests. We rely on annual cycles of slice seeding, aerating, and lime/natural fertilizer applications. We would like to thank Lincoln Youth Soccer and Lincoln/Sudbury Youth Baseball, for their contributions to this work.

*COMMITTEE MEMBERSHIP* – The Parks and Recreation Committee was fortunate to have a very stable membership throughout 2016. This allowed the committee to develop smooth operating procedures and provided time for members to dig into issues such as program pricing and financial assistance policies, which should help improve program quality in the future.

*OTHER ACCOMPLISHMENTS* – This year the department worked with the Conservation Commission on the site plan for the new sport court, which is being installed this Spring 2017.

With the assistance of the METCO Coordinating Committee, METCO, Inc., and the Ogden Codman Trust, the department piloted a summer camp program that enabled 27 METCO students to attend summer camp for 4 weeks.

The committee and department partnered with the Rural Land Foundation and Birches School to design a new athletic field project at 100 Bedford Road. The details of this project will be shared at Town Meeting 2017 with the hope of receiving approval to move forward with land purchase and construction.

Lastly, the committee is excited to support the $150K request to Town Meeting 2017 for schematic design on a new community center. We are eager to see that project move forward in tandem with the proposed school building project, and are prepared to work towards that endeavor.

Parks and Recreation facilities and offerings are a wonderful component of the Lincoln community and we thank you for your support. One of our key challenges is adapting our offerings to changing community needs. We are always looking for new ways to meet the changing needs and interests of the community and welcome any suggestions and ideas.

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## PIERCE PROPERTY COMMITTEE

Anne Crosby
Terry Green
Jean Horne
Lucia MacMahon
Virginia Quinn Rundell, Chair

Richard and Susan Silver, Pierce House Managers

In 2016, 105 Town events were held at Pierce House, in addition to 45 fully paid functions (mostly weddings). As was the case last year, every Saturday in the high season (May through October) was booked, along with many Sundays and some Fridays.

We are happy to report that the heating bill for the 2015-16 heating season was one-half the cost of the previous winter, thanks to the installation of a new energy-efficient boiler and replacement windows throughout the house, courtesy of the Town's Green Energy Committee.

Pierce House operates on a tight budget and relies on the revenue that is generated principally from the summer wedding events; and the rental rates had not been adjusted in several years. In an effort to meet increasing House maintenance costs, the Committee compared our rates to comparable publicly owned metrowest venues, and decided that a 20% across-the-board fee increase for private rentals was appropriate, beginning with the 2018 calendar year. Even with the increase, Pierce House is still a bargain!

In November, we welcomed approximately 40 people who had moved into Lincoln over the past two years to a "Welcome Newcomers" gathering, modeled after the old League of Women Voters event. In addition to providing an opportunity to mingle with fellow new residents, representatives from the Town's elected and volunteer boards/committees were on hand to encourage the new folks to get involved in Town governance.

In other business, Terry Green was appointed by the Board of Selectmen to fill a vacant seat. The Committee also spent some time working with Michael Haines, the Town facilities manager, to assess the House's short- and long-term maintenance/repair needs (including exterior painting) and prepare a proposal for CapCom/CPC funding, which will come before Town Meeting in 2017.

Much of the work of the Pierce Property Committee involves the routine matters regarding House maintenance as well as the issues associated with operating an historic event venue; but during the 2016 off-season, we took some time to consider Pierce House's larger role as a community asset for the citizens of Lincoln. Such planning will be an ongoing process for us, but the mission statement that resulted will serve as a touchstone going forward: *"Our mission is to be stewards of this historic property so that residents of Lincoln, neighbors, and guests may continue to use the Pierce House as a venue to gather and celebrate, in keeping with the spirit of John H. Pierce's gift to the Town of Lincoln."*

The Pierce Property Committee is grateful to the Parks and Recreation Department for their financial support of our First Day and Welcome Newcomers events; to the Lincoln Garden Club for their elegant holiday decorations; and to the Lincoln Historical Society for their help in improving the aesthetics of the "Bride's Room," which also serves as their meeting space.

It is with heavy hearts that we bid adieu to Richard Silver, Pierce House's resident event manager/caretaker/chef/wildlife wrangler/you-name-it-he's-done-it for the past 22 years, and his ever-faithful helpmate Susan Gottschalk. Pierce House is a much better place today for their stewardship. Countless brides and grooms have relied on his steady management to get them through their special days. It was Richard's idea in 2000 to bring us all together at Pierce House to celebrate New Year's Day with his legendary soups, at a time of great uncertainty about the new millennium ahead. We are grateful for Richard and Susan's devotion to the House and the Town, and wish them a joyful retirement filled with the blessing of ample time: time for family, time to experiment with that fancy new stove, and maybe even time for one of those long-deferred vacations!

Richard and Susan Silver, First Day 2017
*(photo courtesy Jim Cunningham)*

## LINCOLN CULTURAL COUNCIL

Lisa Putukian, Co-Chair
Julie Dobrow, Co-Chair
Nancy Thompson, Treasurer
Patrick Greene
Ruth Rothstein

All members of the Lincoln Cultural Council (LCC) are volunteers and are appointed by the Selectmen. We do not receive funding from the Town of Lincoln. We are entrusted with distributing monies received from the Commonwealth of Massachusetts, in accordance with their guidelines and requirements, which include the support of the arts, interpretive sciences, and humanities.

In February of 2015 we welcomed Julie Dobrow, who was asked to serve as co-chair on November 30, 2015. Nancy Thompson was re-appointed to serve a second term in June, 2015. We also bid farewell to Dana Risley, who has moved away from Lincoln and submitted her resignation near the end of her three-year term in December, 2015. All the members of the LCC send a heartfelt thank you to Dana for her service and for initiating our presence on social media (FaceBook) during her tenure as a LCC volunteer.

For fiscal year 2015, the LCC received $4,300 from the Massachusetts Cultural Council (MCC). In addition to the annual allocation from the MCC, the LCC has a small gift account available for use in support of its mission, and for things beyond the strict guidelines mandated by the MCC. The LCC does not derive any of its funding directly from the Town of Lincoln.

Each year the LCC provides funding to support a variety of programs which will benefit the residents of Lincoln, and bases its decisions on community input and identified priorities of various constituents. Fiscal 2015 projects funded:

- Kurdish Folk Tales (Council on Aging)
- Women of the Americas (Concord Women's Chorus)
- Gropius House Photography Lecture/Workshop (Historic New England)
- Linda Sue Park Presentation (Lincoln PTO)
- English String Serenades (First Parish/Live in Lincoln Center)
- Gift Local (Bemis/Town Hall Exchange)
- Oral Histories Project (Friends of Modern Architecture)
- Giving Thanks to Nature (Mass Audubon/Drumlin Farm)
- Walden Vacation Program for Teachers (deCordova Sculpture Park)
- Orchestrating Kids through classical music/Lexington Symphony (LPS)

We strongly encourage and look favorably upon projects that involve several Lincoln organizations. The LCC again gathered community input through a questionnaire distributed at the State of the Town meeting in November and through an online Survey Monkey which was accessible for two weeks on the Town of Lincoln website and publicized on local bulletin boards and through electronic lists such as the Lincoln Squirrel and LincolnTalk. We greatly appreciate the time spent and the input provided by so many thoughtful respondents to this community survey. Thank you!

For fiscal year 2016, 16 applications were received and reviewed. Ten programs were selected for funding.

We welcome those involved in the arts, interpretive sciences, and humanities to consider applying for funding through the MCC/LCC grant program. Additional information is available at www.mass-culture.org/lcc_menu.aspx.

We strongly encourage anyone interested in supporting and promoting cultural events in Lincoln to volunteer to serve as a member of the LCC.
Apply today! http://www.lincolntown.org/index.aspx?NID=327

## CABLE COMMITTEE

Marty Fahey
Harold McAleer
David Trant
Jim Cunningham, Chair

The major events for the Cable Committee and local cable broadcasting for 2016 were the addition of a second channel for Verizon (Comcast done in 2015)) and the upgrade to high definition cameras at Hartwell for School Committee meetings.

**Town Offices**
Cameras in the Town Offices Donaldson room were upgraded to a higher zoom level during 2016. The video recording and playback equipment was upgraded to high definition capability.

**Brooks Auditorium**
Continued support for Town Meetings and the school theatrical productions.

**Hartwell Multi-Purpose Room**
The camera system was upgraded to high-definition and the associated video switchers and controls were also upgraded. The Town Offices and Hartwell now use the same model cameras, control equipment, and audio systems. This allows for less complicated operator training. The connection from Hartwell to Town Offices (which houses the recording equipment) was upgraded to high-def video over fiber optics.

**Bemis**
A new light controller was added for easier theater light control. The existing A/V cart continues to support nearly all A/V needs at Bemis.

**VOD and Streaming**
The Internet address for Video-On-Demand (VOD) and Streaming (TV broadcast on your computer) is now at http://Lincolntv.viebit.com. This site now carries higher definition video.

**Local Channel Access**
- **Comcast** channels 8 and 99
- **Verizon** channel 33 and 24
- **lincolntv.viebit.com** - Lincoln channel broadcast to your computer (streaming)
- **lincolntv.viebit.com** - Past programs and meetings (VoD)

## SCHOOL COMMITTEE, LINCOLN PUBLIC SCHOOLS

Peter Borden
Tim Christenfeld, Vice Chairperson
Jennifer Glass, Chairperson
Jena Salon
Al Schmertzler
Laurel Wironen, Hanscom School Liaison Specialist

**Strategic Objectives:**
*Educator Growth and Innovation* – Educators demonstrate continual growth, professional collaboration, innovation, and risk-taking built on a shared vision of effective teaching
*Curriculum* – Curriculum is engaging, provides high cognitive demand, and supports the creative, social and emotional development, and academic growth of all students
*Instruction* – Instruction is student centered and focused on the engagement, achievement, and development of all learners
*Assessment and Data* – Assessments and data are used in purposeful, meaningful ways to effectively promote and monitor growth *http://www.lincnet.org/Page/3503*

**Engaging Learning Experiences**
*Lincoln sixth graders are using their engineering skills to build a chicken coop for a local client.*
*Third graders in Lincoln are exploring early settlements in MA through project-based learning.*
*Students share a sense of community by doing service projects in their schools and community.*
*Students are engaging in a variety of activities in our new Maker Spaces.*
*Hanscom sixth grade students are facilitating student led parent conferences.*
*Hanscom eighth grade students are immersed in an integrated curriculum that explores the Faces of Inequality.*

**District Enrollment 2016 – 2017**
The official enrollment date for all schools in the Commonwealth is October 1, and all state reporting is based upon October 1 enrollment numbers. As of October 1, 2016, the Lincoln Public Schools total enrollment pre-K – 8 was 1,223 students. Enrollment on the Lincoln campus was 639, including 57 pre-K students, 311 students in the Lincoln School grades K - 4, and 271 students in the Lincoln School grades 5 - 8. Enrollment on the Hanscom campus was 584, including 60 pre-K students, 270 students at Hanscom Primary School grades K - 3, and 254 students at Hanscom Middle School grades 4 - 8. Included in these totals, the district has 22 students in Out-of-District placements and 4 students in our CASE classroom.

**Accountability and Assessment**
The Massachusetts Department of Elementary and Secondary Education (DESE) classifies all schools and districts into one of five accountability levels, with the highest performing in Level 1 and the lowest performing in Level 5. Level designations are based on meeting state-set targets for students scoring proficient or above on MCAS. Districts receive an overall level based on the level of their lowest performing school.

Lincoln Public Schools Accountability and Assistance Levels for 2016:

| | |
|---|---|
| Lincoln District | Level 2 |
| Hanscom Primary School | Level 2 |
| Hanscom Middle School | Level 2 |
| Lincoln School | Level 1 |

Additional information about district Key Yearly Measures and MCAS results can be found on the District website under School Committee reports, October 20, 2016. http://www.lincnet.org/Page/4722

**School Building Projects**
The School Committee and school administration continue to develop plans to ensure that the school district and Town of Lincoln provide school facilities that meet the needs of its student population and provide learning environments that support teaching and learning for the present and the future.

*Lincoln School* – A Statement of Interest for the Lincoln School was submitted to the Massachusetts School Building Authority (MSBA) in April 2016. In December 2016, the MSBA notified the Town leadership that Lincoln School was not invited into the MSBA Eligibility Period for 2016. At Town Meeting 2017, the School Committee will ask the attendees to vote on warrant articles that will determine next steps towards meeting the educational and facilities needs of the Lincoln School. http://www.lincnet.org/domain/26 http://www.lincnet.org/domain/27

*Hanscom Primary School (HPS)* – The Hanscom Primary School construction project scheduled to begin in June of 2016 has been delayed. We are hopeful that the move into the temporary facility will occur this spring and demolition and construction will begin. When completed, the Hanscom Primary School and Hanscom Middle School will create a combined preK – 8 school building on the current site of the schools. http://www.lincnet.org/domain/24

*Hanscom Middle School (HMS)* – In partnership with the Department of Defense, the newly constructed Hanscom Middle School opened in April of 2016. In our first full school year in the building we are seeing the positive impact that a new building designed for the 21st Century can have on teaching and learning. Teachers and students are fully utilizing the collaborative teaching spaces, are engaging in creative, innovative work in the maker spaces, and are demonstrating high levels of cognitive engagement. http://www.lincnet.org/domain/23

**Lincoln Sudbury Regional High School**

Elena Kleifges, Sudbury, Chair
Kevin Matthews, Sudbury, Vice-Chair
Radha Gargeya, Sudbury
Nancy Marshall, Lincoln
Patty Mostue, Lincoln
Gerald Quirk, Sudbury
Bella Wong, Superintendent of Schools/Principal

**2016 Superintendent's Report**

The High School's core values emphasize cooperative and caring relationships, respect for differences, pursuing academic excellence, and cultivating community. Our school culture strives to personalize education for all students in order to enhance achievement by building on individual talents and creating an educational environment where students want to learn and discover their passions. Our teachers develop engaging courses, foster strong connections with students, and produce well-rounded engaging courses, foster strong connections with students, and produce well-rounded graduates who are prepared for the best colleges and other post-graduate endeavors. We are mindful of preparing students for entry into a fast-changing global environment.

In 2016, we welcomed Sherry Kersey to the administrative team as Director of Finance and Operations, along with the hiring of 6 new faculty members. Our October 1, 2016, enrollment totaled 1,632 students overall with 1,571 enrolled in school and 61 students in out-of-district placements. Included in this total are 91 students from Boston attending via the METCO Program. Class size medians range from 21-24 for "core academic" classes, which means a sizable majority of our students are in classes larger than 24.

Along with our two "feeder" districts, the Lincoln and Sudbury Public Schools, the High School continues to receive students from Boston. The Metropolitan Council for Educational Opportunity, Inc. (METCO) program was established to provide the opportunity for children from racially imbalanced schools in Boston and children from relatively isolated suburban schools to learn together in an integrated public school setting. We share a METCO Director with Sudbury Public Schools.

Over the summer, our technology team, led by Dennis Phillips, supported a successful launch of Gmail accounts for all LS students. This enhances our google community and equity of access for all students effective July 1st, 2016. All staff continue to be trained on the finer aspects of Google Apps through the school year with the support of technology team members and colleagues. Everyone is thrilled to continue our improvement to technology resources in the school supported by the 2014 technology network infrastructure project upgrade.

The Solar Canopy Project, completed in May 2015, continues to reap energy benefits for the district. Along with additional energy conservation projects including installation of a new building/energy management system and replacement of all the metal halide exterior lamps on campus with L.E.D. technology, our energy consumption and maintenance costs were reduced. Our utility budget reflects an additional reduction in the amount of $70,000 bringing the total reduction over two years to $120,000.

The School Committee and the Teachers Association resolved a three year contract that commenced July 1, 2015. Among other language changes in the contract, the following was agreed to for FY16, FY17, and FY18: 1%, 2.5%, and 3% COLA increases for each of the three years plus a commensurate increase in employee contribution to health insurance from 70% to 65% in Year Two for all current and newly retired employees and then from 65% to 50% for employees retiring at the end of Year Three. A minimum of an additional 1% COLA increase was agreed to for FY19.

The school participates in Minuteman Nashoba Health Group, a coalition of towns and school districts in Massachusetts that have joined together to more affordably purchase health benefits. Due in large part to this positive experience and membership, in the most recent OPEB evaluation performed by KMS Actuaries, LLC, Lincoln Sudbury's projected accrued OPEB liability decreased from $46,124,163 to $27,234,223 effective July 1, 2013. The projected accrued OPEB liability effective July 1, 2015, was further decreased to $24,669,372. This additional reduction is attributed to the establishment of an OPEB Trust, funding of the OPEB Trust and negotiation of a reduction in employer health care contribution for active employees and retirees. The OPEB liability valuation takes place every two years.

We were also able to add the following improvements to the educational program: Mandarin language instruction, Drama study, and an Intervention Specialist. We were also able to re-organize our behavioral supports programs to improve student outcomes and retention in school. We have also enhanced our specialized supports for students on the autistic spectrum.

We improved our safety net for all students with increased nurse staffing from 1.6 to 2.0 FTE's. This allows us to have at least two nurses on site during hours of school operation. Additionally, we announced to the community that we now carry Narcan for emergency administration as a resource for our community-at-large.

The Global Scholars Program has entered its second year with 120 students. We anticipate the presentation of the first senior capstone projects spring 2017. The purpose of the program is to foster global competency among our students to improve their capacity to participate in and serve our global community for themselves and ourselves. We appreciate especially grants received from the Sudbury Foundation and the Lincoln-Sudbury Parent Organization to support scholarships and financial assistance for student international travel.

Development of a Hub for Innovation led by a working group of 32 staff representing a cross-section of all school departments began Spring 2016. The mission is to encourage students to think of themselves as social entrepreneurs for the future and to develop teams of problem solvers that create helpful solutions. We thank especially SERF, the LSPO and the MacDonald Family Trust for providing critical seed funding for the launch of this endeavor.

We appreciate the continued support of the Towns of Lincoln and Sudbury for our annual operating costs. We also appreciate the supplemental support of FELS and SERF that provide mini grants to fund teacher initiated projects to benefit teaching and learning in the school. We would also not be able to provide service at the current level of excellence without the financial support and hard work of our many parent organization groups.

Thank you.

Bella Wong

**Minuteman High School**

Dr. Edward A. Bouquillon, Superintendent-Director

**Overview**

Calendar year 2016 was historic for Minuteman High School.

The school secured voter approval of its long-planned and long-awaited building project, secured a major state grant to launch a new Advanced Manufacturing program, saw continued improvement in student test scores, regained its Level 1 Accountability Rating from the state, adopted a budget that was smaller than the previous year's, won more accolades for its Girls in STEM program, helped launch a new statewide Girls in Trades initiative, and earned a spotless bill of health from its auditors for the second year in a row.

**Voters Approve Funding for New School**

Minuteman High School really made history on September 20.

In a special district-wide election, voters in the Minuteman Regional School District approved funding for a new $144.9 million Minuteman High School. The project was approved in a landslide.

Superintendent Edward A. Bouquillon thanked voters for supporting the project. "The level of support was simply overwhelming," said Bouquillon, "I'm so grateful to the voters and to everyone who worked so hard to make this happen. This is a major milestone in Minuteman's history."

The final, certified tally was 12,160 in favor (69.47%) and 5,321 opposed (30.4%). There were 24 blanks (0.14%) Voter turnout was 9.78%.

The September 20 district-wide referendum only required a simple majority of those voting in the District to approve the project. They did, with nearly seven out of 10 voting in favor.

"What this mean is that we're going to build a brand new school for future generations," he said. "And we're going to do it with solid support from the voters in the vast majority of our towns."

Voters in 12 of the 16 member towns voted in favor of building the new school by wide margins. In one town (Needham) the margin was 92%-8%.

The MSBA has committed roughly $44 million in state money to help finance the project. The District will pay for the rest through borrowing and through revenue generated by a new capital fee to be imposed on non-member communities that send students to Minuteman.

**Building Project Advances**

Here are some of the major milestones for the construction project during 2016:

- January 27, 2016 – The MSBA voted unanimously to pay up to $44,139,213 for a new school.
- March 11, 2016 – The Commissioner of Elementary and Secondary Education approved a revised Minuteman Regional Agreement that had been previously approved by all 16 member towns.
- March 15, 2016 – The Minuteman School Committee voted to approve $144.9 million in bonding for a new school under M.G.L. Chapter 71, Section 16(d). This method requires all member towns to either approve the bonding (or not disapprove it) at Town Meetings.
- April-May 2016 – Fifteen of the District's 16 member towns voted to approve the bonding or take no action, a decision which is deemed approval. All votes were by overwhelming margins, several of them unanimous. Five towns made their Town Meeting approval contingent on a later debt exclusion vote by their town. All five of the debt exclusion votes later passed by wide margins.
- May 4, 2016 – Belmont rejected bonding for the Minuteman project, effectively blocking the project. It was the only town to vote against. (Later in the year, Belmont voted to withdraw from the District, a step that will not actually occur until July 1, 2020.)

- June 27, 2016 – The Minuteman School Committee voted 12-1 to issue $144.9 million in debt for construction of a new school pursuant to M.G.L Chapter 71, Section 16(n), which requires approval at a district-wide referendum.
- September 20, 2016 – District voters approved funding for a new school in a district-wide referendum. The vote was overwhelming.
- December 13, 2016 – The District School Committee voted 14-0 to enter into a Project Funding Agreement with the Massachusetts School Building Authority (MSBA) and to approve the sale of $8 million in bond anticipation notes (BANs) for the project.

**State Approves Changes in Governing Agreement**

In the spring of 2016, the state's Commissioner of Elementary and Secondary Education approved revisions in the Regional Agreement that governs the operations of the Minuteman District. Many town leaders had said that approval of a new Regional Agreement was critical to the ultimate success of the Minuteman building project.

The new Minuteman Regional Agreement creates a four-year rolling average for the assessment of operating costs, gives larger towns more of a say in some school committee decisions, eliminates the five-student minimum charged to member towns for capital costs, and requires out-of-district communities to help pay for their share of capital costs of a new building.

The new Regional Agreement also allowed several towns, most of which send few students to Minuteman, an option to withdraw from the District. Town Meetings in Boxborough, Carlisle, Lincoln, Sudbury, Wayland, and Weston voted to exercise that option. Voters in Dover rejected the idea by a better than 2-1 margin. The departing towns will leave June 30, 2017.

**Minuteman Secures $500,000 State Grant for Advanced Manufacturing**

With the help of a $500,000 state grant, Minuteman High School will launch a new Advanced Manufacturing & Metal Fabrication program to train high school students and adults for high-wage, high-demand jobs in the field of advanced manufacturing.

The competitive grant was announced by Governor Charles Baker during ceremonies at the State House on February 24, 2016. The Governor announced grants totaling $9.3 million from the new Massachusetts Skills Capital Grant Program. He was joined at the event by Lt. Governor Karyn Polito, Labor and Workforce Development Secretary Ronald Walker II, Education Secretary James Peyser, and Housing and Economic Development Secretary Jay Ash.

Some 68 schools and training programs applied for grants. Only 35 were successful. Minuteman received $500,000, the largest grant possible under the program. Only one other school received the maximum award.

**Minuteman Lands Competitive Grants for Biotechnology and Expanding Access**

In August, the Department of Elementary and Secondary Education (DESE) awarded the school a $10,000 planning grant to expand student access to career and technical education programs. It was one of only 12 institutions in Massachusetts to receive a Competitive Career and Technical Education Partnership Planning Grant.

In December, the Massachusetts Life Sciences Center announced that it had approved Minuteman's application for a STEM Equipment and Supplies Grant to assist the school's Biotechnology program. The grant will provide $100,000 for equipment and supplies and another $8,172 for professional development. The equipment will include a water purification system, vacuum pumps, biological safety cabinets, and two 3-D printers. The Massachusetts Life Sciences Center received 105 applications. It approved 49.

**Minuteman Sees Improved MCAS Performance, Regains Level 1 Accountability Rating**

Minuteman High School improved its performance on state MCAS tests this year, with that improvement extending to all disciplines and all student subgroups. Results of the test were reported in October by the Massachusetts Department of Elementary and Secondary Education (DESE).

As a result of the continued MCAS improvement, Minuteman regained its Level 1 Accountability Rating from the state. Each year, DESE rates all schools and school districts in Massachusetts from Level 1 to Level 5, with Level 1 being the best.

"In most cases, the improvement was consistent with the strides we made last year," said William J. Blake, Jr., Minuteman's Director of Curriculum, Instruction and Assessment. "As a result, we have reestablished our Level 1 Accountability Rating."

Improvement continues to be particularly significant for students with disabilities, Blake said.

Minuteman has the highest percentage of students receiving Special Education services of any public high school in Massachusetts. Approximately 47% of the students at Minuteman are classified as Students with Disabilities. The state average is about 17%.

**School Committee Approves Smaller District Budget**

The Minuteman School Committee adopted a budget for the new fiscal year that was slightly smaller than the previous one. The Committee voted to approve a $19.7 million budget for the fiscal year ending June 30, 2017. The budget was $103,000 or 0.52% lower than the prior year's budget of $19.8 million.

The FY 2017 budget continues a multi-year transition to a school with a smaller, 628-student enrollment. The new budget continues to phase-out two vocational-technical education programs, merge two programs, and phase-in two new programs.

**Minuteman Secures Highest Bond Rating and Exemplary Annual Audit**

The Minuteman Regional Vocational Technical School District got some excellent financial news.

First, it received the highest short-term bond rating possible from rating agency Standard and Poor's. Second, for the second year in a row, the District received a spotless bill of health from its auditing firm, Melanson & Heath.

In a letter to the school, S&P Global Ratings assigned the Minuteman District an "SP-1+" rating, the highest short-term municipal bond rating possible. It assigned the rating for an $8 million general obligation bond anticipation note for Minuteman's high school construction project.

The school also learned that its auditing firm would be making no audit findings for fiscal year 2016 – the second year in a row that that has happened. Observers say that public agencies such as the Minuteman School District rarely receive audits in which the auditors make no findings.

**Girls in STEM Program Receives National Recognition**

For the second year in a row, Minuteman's chapter of SkillsUSA was awarded the Grand Prize in the Student2Student Recognition Program for its Girls in STEM (Science, Technology, Engineering and Mathematics) outreach to middle-school girls. The Minuteman students also earned this honor because of a successful paper recycling program they launched at the school.

SkillsUSA is a national organization that runs trade and leadership competitions for students in career and technical schools.

**Minuteman Leads Girls in Trades Initiative**

Minuteman joined with leaders in business, trade unions, and education in launching a new organization: to increase awareness and participation in the construction trades by young women: the Massachusetts Girls in Trades Advisory Group. The group held multiple planning meetings at Minuteman. These efforts culminated in the first-ever Massachusetts Girls in Trades Conference and Career Fair held at IBEW Local 103 in Dorchester on March 30, 2016.

The initiative was jointly originated and spearheaded by Minuteman and Wynn Boston Harbor. Maryanne Ham and Michelle Roche from Minuteman were among the key organizers.

**Electrical Union Launches Partnership with Minuteman**

The International Brotherhood of Electrical Workers (IBEW) Local 103 launched a partnership with Minuteman High School aimed at giving students a head start on high-paying careers in the electrical field. Officials from IBEW Local 103 visited the school to announce the initiative.

"This is the real deal," said Richard Antonellis, Jr., the Business Agent for IBEW Local 103 who will oversee the Pre-Apprentice Partnership with Minuteman. "This partnership will give two Minuteman students, one male and one female, the opportunity to join our five-year training program."

Antonellis said getting into the IBEW's training program is "highly competitive." Each year, he said the union has only 100-150 training slots and around 1,400 applications for the training. Antonellis and Business Manager John Dumas said the two Minuteman students would be selected by Minuteman teachers based on the students' overall attitude, attendance and grades. Nominees also need to pass an aptitude test.

Upon their graduation from Minuteman, the two students selected for the training would go into a five-year, union-paid apprenticeship program. Students work for an electrical contractor for four days per week and attend school one day per week. Students aren't paid for class time and need to pay for their books.

**Minuteman Featured in Boston Globe Magazine**

Minuteman High School was prominently mentioned in a feature story in The Boston Globe Magazine on October 2, 2016. In bold, capital letters, the front page of the Magazine stated: "Vocational Education is Crucial to Our Economy. It's About Time It Gets Some Respect."

Inside, a 7-page article featuring students from Minuteman, Madison Park High School, and Greater Lowell Tech touted the success of vocational education in Massachusetts.

Among other things, the story quoted Minuteman Superintendent Dr. Edward A. Bouquillon as well as Brendan O'Rourke of Lexington, a Minuteman graduate now attending UMass Lowell.

**Minuteman in the National Spotlight**

In January, the school announced that Superintendent Edward Bouquillon had been elected to the board of trustees of a national organization that is the leading provider of competency-based career and technical assessments in the country. Dr. Bouquillon will serve on the 11-member board of NOCTI based in Michigan. Dr. Bouquillon is the only person from New England to serve on the volunteer board.

On March 1, Minuteman played host to an international delegation from Thailand. Led by the nation's Minister of Science and Technology, a five-member delegation from Thailand visited Minuteman on March 1. The delegation was hoping to learn about Minuteman's STEM initiatives and innovative vocational-technical education programs.

**District Enrollment**

As of October 3, 2016, Minuteman had an enrollment of 623 students.
Some 592 students were enrolled in high school day programs, including the "Minuteman in the Morning" program. Of these, 67% lived in one of the district towns and 34% lived outside the district.
Some 31 students were enrolled in Minuteman post-graduate programs. Of these, 32% lived in one of the 16 district towns and 68% lived outside the district.

**Minuteman School Committee**

A 16-member School Committee, comprised of volunteers appointed by each of the member communities, approves the district budget, hires the superintendent, and sets policy for the district.

School Committee officers include Jeffrey Stulin of Needham (Chair), Carrie Flood of Concord (Vice Chair), and David Horton of Lexington (Secretary). Other members included Pam Nourse of Acton, Susan Sheffler of Arlington, Jack Weis of Belmont, David O'Connor of Bolton, Vincent Amoroso of Boxborough, Judith Taylor of Carlisle, Ford Spalding of Dover, Jennifer Leone of Lancaster, Sharon Antia of Lincoln, Alice DeLuca of Stow, David Manjarrez of Sudbury, Mary Ellen Castagno of Wayland, and Douglas Gillespie of Weston.

Mr. Weis resigned from the Committee in November and was replaced in December by James Gammill. Ms. Taylor moved away from the District and was succeeded in September by Christine Lear.